Complete the Graduation Application
Applications for graduation are submitted through your KSIS Student Center. All degree requirements must be completed prior to the close of the term in which your degree is to be awarded. Please contact your Dean's Office for deadline information.
Submit "Hold for Degree" Transcript Orders
Graduating seniors may continue to order copies of their transcript, at no additional charge, for 14 days after the term ends. To have degrees listed on final transcripts, orders should be placed "Hold for Degree" by December 29, 2017.
Check your Diploma Name and Mailing Address
Fall diplomas will be mailed by March. Access your KSIS Student Center to check/update your diploma name and mailing address. Diploma names must be updated by January 1 st ; address changes must be made by February 1 st , 2018. Please ensure all international address are up-to-date and your KSIS record includes a telephone number and email address to reach you once you have returned to your home country.
Review your Holds and "To Do" List in KSIS
Visit your KSIS Student Center to ensure you do not have any holds or items listed on your "To Do" list. Your diploma and/or transcript may not be released until all obligations to the university have been resolved. Offices that may place a hold on your records include Cashiers, Student Financial Assistance, Hale Library, and Athletics (*See page 2)
Diploma Express Mail Service
Students receive a complimentary diploma that is mailed at no charge via USPS. The Office of the Registrar offers an Express Mail Service to mail your complimentary diploma via FedEx or DHL. The form is located on the website http://www.k-state.edu/registrar/graduation/diplomas.html under Diploma Distribution information. The deadline for mailing Fall 2017 diplomas using the express mail service is January 15, 2017. Email ksugraduation@ksu.edu for more information. (*See page 3)
Prepare for the Commencement Ceremony
Visit https://www.k-state.edu/registrar/graduation/all/#commencement under Fall 2017 Commencement Instructions link for information regarding your commencement ceremony (schedules, when and where to assemble, parking, academic apparel, invitations, and much more). (*See page 3)
Complete your Senior Survey
Watch for your Senior Survey from the Office of Assessment via email. Complete the survey and you will be entered for a chance to win a cool prize. (*See page 4)
Order your Senior Sidewalk Stone
The Senior Sidewalk, a program sponsored by the KSU Student Foundation, allows you to recognize your success by engraving your name in granite stone, a permanent tribute to your time and accomplishments at K-State. (*See page 5)
Order your Yearbook
Commemorate your time at K-State by reserving a 2017-2018 Royal Purple yearbook, a publication made by students, for students. Let the Royal Purple become a treasured keepsake of your time at K-State long after you leave the university. To reserve, add to KSIS at www.royalpurpleyearbook.com (*See page 6)

☐ Attend Grad Breakfast

Grad Bash will be held on Thursday, December 7th from 9:00-10:30 a.m. at the Alumni Center. This is a free event with food and drinks, live music, and prize drawings sponsored by the K-State Alumni Association. For more information, visit www.k-state.com/gradbreakfast

☐ Update your Post-Graduation Information

In honor of your graduation, the K-State Alumni Association and your college have partnered together to give you a one-year membership in the K-State Alumni Association. Please update your contact information at www.k-state.com/newgrad so you can receive your membership card and the *K-Stater* magazine. To view your membership benefits, please visit www.k-state.com

Apply for Readmission if you Plan to Continue Taking Undergraduate Coursework

If you plan to continue taking undergraduate course work after graduation, you must apply for readmission to the University prior to enrollment (<u>k-state.edu/apply</u>). PLEASE NOTE: You may not re-enter the same degree program in which you have already earned a K-State degree. Allow five working days to process your application. Contact the Office of Admissions, 119 Anderson Hall, (785) 532-6250.

If you plan to take courses for graduate credit, contact the Graduate School, 117 Eisenhower Hall, (785) 532-6191.

☐ Sign up for your Free SALT[™] Financial Tool Offered by Powercat Financial Counseling

K-State is offering SALT™, a new membership program for students and alums. SALT will help you take charge of your finances, understand student loan repayment, and look for jobs and internships. Plus, it's free to our students and alums. Visit www.saltmoney.org/k-state to sign up. Before you graduate you can also meet on campus with Powercat Financial Counseling for direct assistance reviewing your job offer or student loan repayment options by making an appointment at www.k-state.edu/pfc/services. (*See page 7)

Review your Holds and "To Do" List in KSIS:

Complete Direct Loan Exit Counseling

Borrowers of Federal Direct Student Loans are required to complete Loan Exit Counseling. This requirement is applicable to you if you have received a Subsidized or Unsubsidized Direct Loan. Failure to complete exit counseling will result in a hold being placed on your University transcript and diploma. You may complete this requirement online at StudentLoans.gov by logging in with your FSA ID.

Loan Exit Counseling will inform you about:

- repayment options
- what to do if you are having trouble making payments
- loan forgiveness programs
- and more.

Visit StudentLoans.gov to complete this requirement today!







Diploma Express Mail Service



Students receive a complimentary diploma after graduation from Kansas State. Once a complimentary diploma is received in the Office of the Registrar, a student may choose to have the diploma sent via express shipping (FedEx/DHL) by completing the request form and paying the applicable fees.

Please note, this fee is non-refundable, for example, if a student is denied graduation or does not graduate when planned. Diplomas are mailed to the student's Diploma/Degree address in KSIS; please make certain the address is correct and that holds in your KSIS account have been cleared.

Please ensure international addresses are current and your KSIS record includes a telephone number and email address to reach you once you have returned to your home country.

Undergraduate students requesting to have their diplomas sent via FedEx/DHL may do so by completing an Express Mail Request Form found on the Office of the Registrar's website. (http://www.k-state.edu/registrar/graduation/diplomas.html Diploma Distribution)

Master's students should contact the Graduate School for alternate mailing options.

Prepare for the Commencement Ceremony



COMMENCEMENT INSTRUCTIONS

Commencement information regarding ceremony schedules, when and where to assemble, parking, academic apparel, invitations and much more can be found by visiting the following URL:

https://www.k-state.edu/registrar/graduation/all/#commencement



CHECK YOUR EMAIL FOR THE SENIOR SURVEY!

If you're eligible, you'll receive a Senior Survey link from the Office of Assessment. Complete the survey and you'll be entered to win one of these cool prizes:

- Alumni Association photography books
- \$15 K-State Campus Store gift card







Dear K-State Family,

Congratulations on your student's graduation! Did you know you can add your student's name to Kansas State University's Senior Sidewalk along the Berney Family Welcome Center as a forever addition to the place we love full well?

When you purchase a commemorative stone paver for your graduate, they will be immortalized in stone on K-State's campus! Your gift honors their hard work and the K-State family while also supporting the college of their choice or the Office of Student Life.

For only \$150, your Senior Sidewalk paver purchase includes:

- · A high-quality 4-by-8-inch granite paver located outside of the Berney Family Welcome Center on K-State's campus near the student union.
- · Your graduate's name engraved across the paver.
- Graduation year and college can be etched in the upper corners of your granite paver; for example "17" and "AS" for a 2017 Arts and Sciences
 graduate.
- \$25 of your \$150 tax-deductible donation designated as a gift to your choice of your graduate's college or the Office of Student Life.
- . Commemorative certificate that you can present to your graduate to celebrate their graduation and your gift.

Ordering your Senior Sidewalk paver and certificate is simple! Order online at

www.ksufoundation.org/seniorsidewalk, by phone at 785-532-7520 or by completing the order form below and returning it to the KSU Foundation. In order to receive the certificate before fall commencement, your order must be placed no later than December 2, 2017. Your paver will be installed in the Senior Sidewalk during the fall of 2018.

On behalf of the Kansas State University Student Foundation, Congratulations!

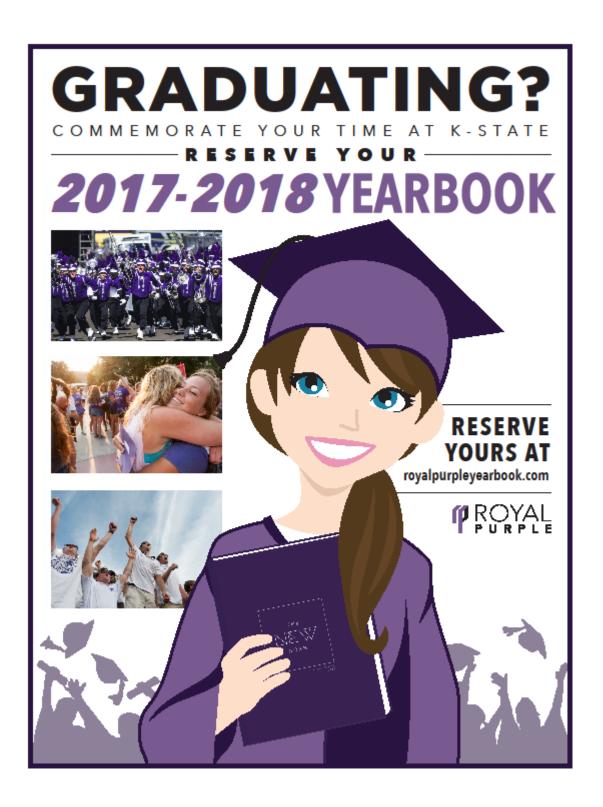
K-State Proud, Maddy McClellan

President

Kansas State University Student Foundation



Student information		Please make check payable to Kansas State University Foundation
GRADUATE'S NAME as you wish it to app *One person per stone	ear on the stone GRADUATION YEAR	Credit card payment: ************************************
Please mark the graduate's college to b	e engraved on the stone (only onel):	
☐ Agriculture (\$\)\$425) ☐ Architecture, Planning & Design (E\$\)\$1458 & Sciences (\$\)\$17300) ☐ Rusiness Administration (\$\)\$3300)	□ Education (\$05050) □ Engineering (\$24000) □ Human Ecology (\$27350) □ Veterinary Medicine (\$43300) □ Kansas State Polytechnic (\$43310)	SIGNATURE PHONE Required for credit card gifts
Donation information		Or make your gift online at www.ksufoundation.org/seniorsidewalk
Donation is \$150 per stone. \$125 will be Sidewalk (ND&&&D) and \$25 will be design	designated as a donation to K-State Senior nated as a donation to:	Certificate
☐ The graduate's college (marked above)	OR (1) Office of Student Life (C39850)	If the contribution is made by someone other than the graduate, a certificate suitable for
Donor information Name (print)		presenting to the graduate is provided. The certificate is sent to you separately from the tax receipt. Although we cannot guarantee it, every effort is made to provide your certificate in time for graduation.
Address		This honor has been provided by:
	State ZIP	Thank you for your generous support!
Phone	Email	Please return this card to: KSU Foundation, P.O. Box 9200, Shawnee Mission, KS 66201-1800.







Kansas State University

Still Has You Covered

Salt® will be with you even after graduation.

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For questions about your Salt account or to speak with a loan counselor, contact us at saltmoney.org/livechat.

Join for free at: saltmoney.org/k-state