

ATTENTION: All Graduating CAD students

Diploma Release

All undergraduate degree requirements must be completed by the graduation degree date.

When you receive your signed graduation application back from the CAD program office, please check to see whether or not the CAD director, Dr. Dahl, has indicated that your application will be held for a Final Review by the program. If this box is checked, it means the Child and Adolescent Development office needs to receive and review your final grades (those you have listed “in progress”) **before the University will release your diploma** to you.

Typically this hold for Final Review is checked if a student is taking more than 6 units in the major during the semester s/he has applied for graduation and/or if the student has a history of earning poor grades. As a reminder, the minimum requirements for completing the major are a 2.0 GPA or higher, C- or better on all required classes.

If this box is checked on your graduation application, it is *your responsibility* to notify the CAD office when your latest grades are available on your DARs. Failure to do so will delay the release of your diploma.

You can either deliver a final DARs report to the CAD office for review, or email us to tell us your grades are now on line for review. After reviewing your DARs to ensure that all degree requirements were satisfactorily met, the CAD office will ask the registrar’s office to release your diploma.

Clearances for diploma release must be submitted on time according to the following time frame:

1. For May graduation, the CAD office must submit the clearance by mid-June
2. For January graduation, the CAD office must submit the clearance by mid-January
3. For August graduation, the CAD office must submit the clearance by the end of August

So, if you are a graduating senior and you have a hold on your graduation application, make sure that you have all of the necessary paperwork completed and turned into the appropriate offices **before** the deadlines listed above. That will ensure the CAD office’s ability to clear your diploma for release on time.

For a full step-by-step account of the graduation application process, please see your Bulletin for “Graduation Procedures and Commencement” under the “Undergraduate Education” heading. Please see your major advisor or an advisor in the Advising Center for further assistance.