

Application for Graduation

Office of the Registrar, CSU East Bay

**For Students Who Do Not Have a Current, Open Matriculation **

Instructions:

1. Complete this form and deliver to Cashiers Office in the Student Administration Building or to the Concord Campus Academic Services Lobby by the graduation deadline. To pay the graduation filing fee, attach a check or money order for the graduation filing fee. (Please see a list of current fees at <http://www.csueastbay.edu/ecat/current/i-100fees.html#section1>) Your application will not be processed without receipt of payment. Your term of candidacy will be the term in which the Office of the Registrar is currently accepting applications for graduation.
2. Request and submit official transcripts from your transfer institution (if applicable) to be sent to Planning and Enrollment Management (CSU East Bay 25800 Carlos Bee Blvd. Hayward, CA 94542). Contact your major and minor departments to determine if further documentation and/or a new graduation check is required for your major or minor.

PLEASE PRINT

Part I: Personal Data

Print your NetID: _____

Date of Birth: _____

If you do not know your NetID, activate it today. Go to <http://www.csueastbay.edu/netid/>

Print Name as it appears in CSU East Bay Record:

First Name: _____ Last Name _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Day Phone: _____

Note: Your name on your CSUEB Record is the name that will appear on your diploma. If you need to change your name, please visit the Enrollment Management website (<http://www20.csueastbay.edu/students/student-services/forms/student-records-forms.html>) for information; select Personal Data Change Form. Your diploma will be mailed to the address listed above.

Last Term of Attendance: Quarter: _____ Year: 19/20 _____

I hereby declare my candidacy for graduation:

Quarter: Fall Winter Spring Summer Year: 20 _____

Degree: BA BS BFA MA MBA MPA MS MSW

Your official CSU East Bay Transcript will specify degree(s) earned, option(s) or concentration(s), minor(s), and Honors.

Part II: Verify Colleges and Universities attended:

List in chronological order all colleges and universities attended, including professional schools, regardless of length of attendance, even if no work was completed. Note: If you have not been enrolled for more than one year, you may be asked to submit new Official transcripts. (Attach a separate sheet in necessary).

Name and Location of Institution	Mo/Yr of Attendance From/To	Major	Est. Overall GPA	Degree Earned: Mo/Yr (to be) Received

List below the college courses in which you are currently enrolled and the additional courses you plan to complete before graduating, including summer school courses. (Attach separate sheet is necessary.)
Note: Official transcripts may be required.

Courses in Progress				Courses Planned			
Institution	Term/ Year	Dept. Course No. & Title	Unit Value	Institution	Term/ Year	Dept. Course No & Title	Unit Value

I certify that the information submitted in this application is true, complete, and accurate. I understand that any misrepresentation will be cause for denial of filing for graduation.

Signature: _____ Date: _____

For further questions regarding graduation filing, please contact the Records office at reg@csueastbay.edu