Graduate Graduation/Commencement

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Applying for graduation
All students must apply for graduation. Students must apply for graduation in the term in which they will successfully complete the thesis, comprehensive exams, or terminal project. Attendance at commencement ceremonies is optional. Students who are enrolled in GRC 798, GRC 799, or any other course in the semester in which the degree will be awarded can electronically apply for graduation through the WINGS Student Center (https://wings.uwlax.edu/psp/csprod/?cmd=login). Students who have completed all required GRC 798 or GRC 799 enrollments in a prior semester must contact directly the Office of Records and Registration (117 Graff Main Hall) to apply for graduation.

Commencement policy
Participation in commencement and hooding exercises signifies that course work and all other degree requirements have been satisfied. Students who have not completed all degree requirements, but have a compelling reason to participate in commencement exercises, may request permission to do so. Permission must be obtained from their college dean’s office and the Director of Graduate Studies at least two weeks prior to commencement. Commencement ceremonies occur each year in December and May.

Graduation fee
Current graduation fees (http://www.uwlax.edu/Cashiers/Tuition,-fee,-and-refund-information) for graduate students are at available in the Cashier’s Office. Students are billed for the graduation fee upon completion of 20 credits toward the master’s degree. This is a one-time fee assessed regardless of whether or not a student chooses to attend the commencement ceremony. There is an additional charge for the keepsake cap, gown, and hood for those attending the ceremony.

Commencement/graduation honors
Considering the high academic achievement of graduate students and the required 3.00 cumulative grade point average upon graduation, commencement and graduation honors are not calculated for graduate students. Honor cords are worn only by undergraduate students at commencement, and honors are not noted on the graduate permanent record. The semester Dean’s List also is calculated for undergraduate students only.

Mailing diplomas
Diplomas are mailed approximately six weeks after the ending date of the semester to the current legal (home) address on the university computer system unless the Office of Records and Registration has been notified differently in writing. All indebtedness to the university must be cleared before a diploma is released.