

POST-BACCALAUREATE CREDIT

Upper division units earned at CSUF in the semester or summer session in which the bachelor's degree is granted, provided they are not needed for such a degree and provided the student is in good academic standing at the beginning of the final semester and remains continuously in good academic standing, will be listed on the student's record as *post-baccalaureate credit*. Only credit for courses in which grades **A**, **B**, **C**, or **CR** are earned may be counted. No course may have its credit divided between the baccalaureate and post-baccalaureate programs. Use of such credit for graduate degrees at CSUF requires special approval (consult Office of the School of Graduate Studies). Use of such credit for other purposes is to be determined by the appropriate authority.

GRADUATION AND COMMENCEMENT

Commencement is held annually at the end of the spring semester. Students who have completed degree requirements in the summer or in the fall semester immediately preceding commencement are eligible to participate with those who complete their work in the spring semester. Students looking forward to meeting degree requirements should complete the following steps:

1. Obtain and file a completed application for a degree (with the \$10.00 graduation fee) in the Evaluations Office when 90 semester units have been completed. See *Academic Calendar* for filing dates and deadlines (\$2.00 fine for late filing). See also *Election of Regulations*. Failure to apply before the final deadline will delay the granting of the degree.
2. Request the Records Office to transfer any work completed or to be completed in Extension to the permanent record.

89

The Evaluations Office, considering his prior and current work, will check the student's application for a bachelor's degree against requirements and will report to the student regarding his or her eligibility for the degree. In the case of graduate degrees, this clearance is given by the Graduate Office.

A degree cannot be awarded to a student with an **I** grade remaining on his or her record. A student receiving an **I** grade during the final year which has not been completed (or changed to an **F** grade) within two calendar weeks of the end of the student's final semester or summer session will not be considered for graduation that semester and must reapply for the degree.

In order to be eligible for graduation and participate in Commencement exercises, the student must (1) submit an application for the degree and pay the graduation fee, (2) have been approved for graduation by the faculty, (3) have met all financial obligations to the university, and (4) have completed with appropriate scholastic standing all courses required for the degree. Graduates will receive their official diplomas by mail.

It is the responsibility of the student to be sure that all requirements have been met and that documentation has been filed with the Evaluations Office by the appropriate deadlines.

No additions, deletions or changes to a student's record are permitted after the degree has been recorded.