

# APPLICATION FOR GRADUATION

---

Students planning to complete a technical certificate must submit an online Application for Graduation, located in the Graduation and Beyond box of MyWashburn, to initiate a graduation audit. This graduation audit will be completed early in the semester/term in which the student plans to graduate. The online application should be submitted in September for the fall semester and in February for the spring and summer semesters. A student is not a candidate for graduation until the online application is on file. Students who do not meet the requirements for graduation in the semester specified on the Application for Graduation form must file another application for the subsequent semester in which they plan to graduate. Hard copy Application for Graduation forms are available in the Admissions & Advising Office in Building A on the Huntoon campus for those students whose academic program or registration status preclude them from participating in the online process (for example, if they are not able to declare their certificate).