

CALIFORNIA STATE UNIVERSITY SACRAMENTO

Graduate Studies

Graduation Spring 2024 Edition

March 28, 2024



As the graduate center for the entire campus, the Graduate School works to guide and assist students from the moment of admission through the various milestones of their progress to the completion of their degree requirements. We want students to stay, learn, and engage with faculty whose research and creative activities are enriched by collaboration with graduate students. The broader impact of our work elevates graduate students and the campus' role as a nexus for research, professional development, and partnerships. We should remind ourselves that we do big things here at Sacramento State and graduate students make a major contribution to the university and its mission.

Graduating in Spring 2024?

Congratulations on completing the requirements for your graduate degree in Spring 2024. To assist you in a smooth transition to alumni status, we encourage you to review [Steps to Graduation & Degree Posting Timeline](#).

Also, if you're interested, check out [the 2024 Commencement schedule](#)! We wish you the best of luck as you complete your degree. Stay connected and involved by actively participating in the Sacramento State Alumni Association. All alumni are members of the Alumni Association. Don't forget to [claim your membership card](#)!

Below is information that may assist you in the coming months as you prepare for the next phase of your life's journey.

Frequently Asked Questions

Are you on track to complete your academic degree as planned? The Graduate Studies website is a valuable resource for needed information. We also want to post your degree in a timely manner. Review the information below and make sure you have completed all the items needed for degree check-out and posting.

What happens after I file for graduation?

After the application deadline passes, the graduate degree evaluators review all graduate records for applicants who filed for graduation. Students should check their portals prior to the end of the semester and commencement to see if they are missing any requirements.

What happens after my academic record review?

Once the semester ends and all grades have been submitted, the Graduation Specialists in the Office of Graduate Studies will look to ensure that you have fulfilled all university requirements for graduation. This includes academic, financial, and administrative requirements.

When will my degree be awarded?

- The awarding of degrees is dependent on all current semester grades being submitted and recorded, as well as your other requirements being met on time.

- We cannot award degrees prior to the conferral date. The conferral date occurs after all grades have been submitted by the faculty and the Registrar's Office has reviewed academic records for the current term. The conferral date is not the same as the graduation ceremony or commencement.
- It takes approximately ten to twelve (10-12) weeks to award all graduate degrees. All academic, and administrative, and financial requirements must be met by the conferral date.

What are my academic requirements?

- Earn a minimum grade point average (GPA) of 3.0 at Sacramento State **and** in your courses filed for the degree
- Meet **all** major or certificate requirements as outlined by your program
- All coursework must have grades. Any I/RP/RD grades will prevent you from graduating regardless of whether you need the class.
- You must receive a B or better in any course taken that is applicable to your degree program (your department may have approved exceptions, e.g., one B- grade).
- Dissertation/Thesis/Project filed (if applicable)
- Comprehensive Examination Results filed with passing marks (if applicable)

What are my administrative and financial requirements?

- Administrative requirements include: return of electronic equipment, sports equipment, or review forms. All borrowed university property must be returned to the appropriate place, and any penalty late fees associated with any overdue or damaged items and equipment need to be paid.
- Financial requirements include: full payment of all your university bill, completion of online Loan Exit Counseling for loans which have been taken, payment of parking violations, and payment of any and all fees and copays with Health Services.
- Please note: All over/past due notices will appear in your My Sac State portal under the "Holds" section so make sure you are checking your My Sac State Student Account regularly.

How will I know when or if my degree has been awarded?

You can log onto your My Sac State portal and review an unofficial transcript to see if your degree has been awarded. It will be printed at the end of the unofficial transcript.

How will I know if I did not graduate?

A denial or 'did not graduate' email will be sent to your Sac State email address explaining why your degree was not awarded. The email will also explain how to change your degree date, or the outstanding requirements on your record and how to apply for a new degree date.

Can I attend a commencement ceremony and finish my coursework later?

- A commencement ceremony in the month of May is intended to celebrate students who have officially graduated in the preceding fall semester, and applied to graduate in the spring and summer semesters of the current year. You may attend the ceremony if you fall into one of these groups.
- Participating in a commencement ceremony is not the same as graduating. You will officially graduate once all degree requirements have been met. If you have not completed all degree requirements by the end of your applied graduation term, you will need to change your graduation date. You will need to pay a change date fee each time you change your graduation date.

What are the options for my graduation celebration?

Graduates can participate in the graduation celebrations in any number of ways. The university holds one commencement ceremony each year in May for all students who were conferred in the previous two terms.

For more information, visit the Sacramento State [commencement page](#).

Each academic college appoints a Commencement Coordinator. Graduates with questions specific to each ceremony can contact their [academic college's Commencement Coordinator](#) for additional information.

No matter how you select to celebrate the completion of your degree, we hope you plan a safe celebration to mark this major milestone in your academic career.

Where do I get additional information about the ceremonies, tickets, caps and gowns, etc.?

- You may find information on commencement by visiting the University Commencement Office website or
- Visit the ASI Student Shop website at <https://asi.csus.edu/asi-student-shop>

When will I receive my diploma?

- Diplomas are ordered approximately 14 to 16 weeks after your degree conferral date, assuming that you have met all of the requirements listed above. The diplomas are mailed directly from the diploma company to your mailing address. Our diploma reports look for a mailing address first, then permanent address; to ensure proper delivery, please verify your address in your My Sac State portal before your degree date and if you are moving, set up the appropriate mail forwarding services with your post office.

How do I prove I graduated?

- The official way to prove degree conferral is to request a transcript. Official transcripts can be ordered by following the instructions on the [Transcript page](#).

I am completing a five (5) year/blended degree program. Will I get two (2) diplomas?

- Yes, you will receive both an undergraduate and graduate diploma once both degrees have been conferred and ordered. To complete work on the graduate degree, five (5) year/blended degree programs must be completed simultaneously.

Can I change my name on my diploma?

- The name on your diploma is your primary name as listed on your student record at the university. Any changes to your name must be made prior to filing for graduation. Once the diploma is ordered no name changes will be made.

NOTE: *(You must add a diploma name in My Sac State, if you want a preferred or chosen name printed on the diploma at the time of filing for graduation.)*

What happens if I don't complete my course work, or have any administrative issues outstanding after commencement?

- Students must meet all academic degree requirements and all administrative requirements to graduate (see above). If you have anything outstanding you will be notified by the graduate degree services staff and will have to refile for an upcoming graduation date.

Can I take courses after I graduate to improve my GPA?

- After you have graduated, your record is sealed. No changes will be made. You may not repeat or retake any classes that are part of your record.