

Tips to Make Receiving Your Diploma Simple

To make sure your degree is awarded without a potential delay, here are some **things you need to know**:

If you have any **incomplete grades (an I rather than an A, B, C, D) from previous semesters**, talk to the instructor of the course to make sure you get your work completed in time for a grade to be submitted before finals week. If you don't get your work in on time, your incomplete may convert to a failing grade. **No student can graduate with an incomplete on their record.** (Note: If an incomplete is assigned this semester, some students may be able to complete work within a few days after the end of the semester and still graduate, but that's very unusual.)

Make sure any debts to the University are paid. **Unpaid debts will prevent you from getting your official transcript,** and that could keep you from getting that great job.

Check your diploma mailing address and update it, if necessary, on the SE Portal by choosing the Student SS tab and clicking the "Graduation Application Status" link. You'll be asked to review your address again at cap and gown pick up.

NOTE: The address change process for other addresses will not work to update Diploma Mailing Address.

Reminder: participation in commencement is divided by the college of your major, as follows:

Name of College	10:00 a.m.	2:00 p.m.
College of Education, Health & Human Studies	X	
College of Humanities & Social Sciences		X
College of Science, Technology, Engineering & Mathematics		X
Harrison College of Business & Computing	X	
Holland College of Arts & Media		X