Online Graduation Applications

- Applications will be available via MIX/Portal after January 19, 2016.
- The final deadline for students to apply to graduate is March 4, 2016.
- If a student is denied due to error in their curriculum, it is the student's responsibility to work with their advisor or coordinator to fix the issue and reapply. This is also why it is important to apply in advance of the deadline.
- If a student is a “Dual Degree,” or a “Degree + Certificate” an application must be submitted for each sought.
- Students seeking a certificate will also apply online to graduate.
- Students must apply to graduate during the semester they intend to graduate, graduation is not automatic.
- Prior to submitting their application, students should ensure that all information is correct (major, minor, AoE, etc.)
- Students should contact their advisor or graduation coordinator if they have any questions or need to make changes to their curriculum.
- If a student needs to make a change to their name or address after submitting their application, they must e-mail Registrar@mail.wvu.edu by the end of the semester.

Honors

- Latin Honors will include all transfer work. Please refer to the catalog for awarding Latin Honors.
- The Commencement Program will have honors printed from the penultimate semester.
- Final honors will be added to records and transcripts after grades for the Spring 2016 semester are posted.

Degree Conferral

- Degrees will be posted to records by the end of May.
- Students should ensure their degree has been posted prior to ordering an official transcript.
- Colleges & Departments should not provide letters verifying graduation or completed requirements for graduation. If a student needs a “pending” graduation letter they should e-mail registrar@mail.wvu.edu.
  - Pending letters may be issued from the Registrar’s office only after a student has applied to graduate.
  - Pending letters cannot be issued for future terms.
  - Pending letters will only state that the student is pending for graduation.

Diplomas

- Diplomas will be mailed out mid-late June.
- All financial holds need to be taken care of prior to diploma being released.
- Diploma covers will be distributed to those students present at the ceremony.
- Questions regarding the Graduation Ceremony should be directed to University Events.
- Students cannot change the address for their diploma at the ceremony. As mentioned above, they must send an email to registrar@mail.wvu.edu before the end of the semester.