Graduation Checklist
Fall 2020

Students must meet the following requirements in order to receive a degree and/or certificate in the desired program of study.

☐ **Academic Requirements**

  Complete all academic requirements for the selected degree/certificate program.

☐ **GPA Requirements**

  An overall Grade Point Average (GPA) of 2.0 is required for degree and certificate programs with the exception of an Associate of Science in Teaching (AST).

  Students seeking an AST degree must have an overall GPA of 2.75.

  Only college-level courses taken at Walters State are computed in the GPA for graduation.

☐ **Exit Exam Completion**

  Take the Exit Exam by Friday, November 6, 2020 (not required for certificate programs)

  To schedule the exam register online: ws.edu/student-services/counseling-testing/testing-info/

  ☐ **AST Majors:**

    Successfully complete the Praxis and complete the Index of Suitability.

    For more information, contact:
    Division of Behavioral and Social Sciences
    423.585.2633

  ☐ **Business Majors:**

    Take Business Exit Exam.

    For details, contact:
    Division of Business
    423.585.6972

☐ **Clear All Holds**

  All Holds (financial, missing items, traffic citations, etc.) on student accounts must be resolved before graduation.

  View details in your MyWS account or contact the office that placed the hold on your account for more information.

☐ **Advisor**

  See your academic advisor for inquiries regarding course substitutions. If applicable

☐ **Submit Cap & Gown Form**

  If you plan to participate in the commencement ceremony, complete the Cap & Gown Order Form and return to the Student Records Office by Wednesday, October 7, 2020.

☐ **Attend Commencement**

  Nursing Commencement & Pinning
  Thursday, December 10, 2020, 6 PM.

  General Commencement
  Friday, December 11, 2020, 6 PM.

*If you are unable to complete all of these requirements by the end of the semester, you will need to reapply for graduation for a subsequent semester*

ws.edu/student-services/records/graduation/

Student Records Office
Room U-127
Student Services Building
423.585.2692