Graduation: Advisors and Office of the Registrar

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• How we partner for graduation
• Responsibilities – intersecting for best results
  • Calendar – when things happen and why
• Degree clearance – award, review, or cancel
  • Petitions – we have a form for that
• Spring term – you say diploma, we say degree
  • Useful information
Partnership

Students

Colleges (Advisors)

and

Office of the Registrar (OtR)
Partnership to …

• Identify the Population (Applicants to Graduate)
• Provide Ongoing Status (Week 10, 0, 3, and 8 reports)
• Identify Issues Early On
• Prepare for OtR Final Degree Clearance
Responsibilities

• Office of the Registrar
  - Minimum Credits
  - 2.00 Minimum OSU Cumulative GPA
  - Academic Residency
  - Upper Division Credits
  - Foreign Language Admission Requirement

• Advisors
  - Major / Minor / Option requirements
  - Baccalaureate Core
Advisor Reports – Status and Deficiencies
- Week 10 and 0 (prior terms – status for applicants, based on initial term registration)
- Week 3 (based on add/drop deadlines and graduation application (Wk 3)
- Week 8 (based on withdraw, S/U deadline)

Holds are entered and removed to reflect registration, exceptions, and course completion

Weeks 10 and 0 – students are emailed to alert them of deficiencies

After Week 3 reports, advisors review and enter exceptions

Repeats (3rd attempt and MyDegrees, OtR reports)

Calendar and Communication
- [http://oregonstate.edu/registrar/degree-clearance-0](http://oregonstate.edu/registrar/degree-clearance-0)
- Apply for Graduation and Application Deadlines

September 28, 2015
Completion

• Advisor Reports
  ➢ Pre-Clearance

• Degree Clearance
  ➢ Begin after submission of final grades
  ➢ Complete within a 3-4 week window
  ➢ Clearance, Cancellation, or Under Review

• Under Review and Late Awards
  ➢ Transfer Work
  ➢ Incompletes (must be complete by last day of the term – Friday of Finals Week)
  ➢ Exceptions, or other Advisor Review
Late Awards, Statements of Degree

- Late Awards – Under Review status
  
  Advisors and/or OtR address issues and clear degrees, where appropriate

- Statements of Degree –
  
  from start of degree clearance process, to posting of degrees to students’ transcripts
Petitions

• Petition for Late Application to Graduate
  ➢ Rationale is to allow students to graduate as soon as possible
  ➢ Required advisor support allows for conversation about graduation
  ➢ Awarding for prior terms?
Spring Term

• Diplomas / Degrees

• Commencement / Degree Award
Useful Information

Earning A Degree at Oregon State University (General Catalog information) --
http://catalog.oregonstate.edu/ChapterDetail.aspx?key=6

Advising and Degree Audit

Academic Regulations – AR 25(i) and AR 28
http://catalog.oregonstate.edu/ChapterDetail.aspx?key=75

OtR Graduation --
http://oregonstate.edu/registrar/graduation

September 28, 2015