

GRADUATION AND COMMENCEMENT INFORMATION

Application for Graduation

EKU is dedicated to all students making timely progress toward their desired degree. The EKU baccalaureate degree standard is a completion timeframe of 4 years for a 120 credit hour program. After declaring their desired baccalaureate degree program, students are expected to create a semester-by-semester degree pathway in the Degree Works academic planner, and to have this academic plan reviewed and approved by an advisor.

To make appropriate progress toward their degree, students are expected to earn at least 15 credit hours per term (or 30 hours per academic year) and take only those classes needed for their declared degree program as listed on their Degree Works planner. Students must be aware that changing majors is likely to prolong time toward degree, and they should make such changes only after serious discussion with an advisor or department or program chair (see Changing Major section of this catalog for more details). Due to specific program requirements, students who transfer into EKU with more than 60 hours may require more than two years at EKU to complete a baccalaureate degree.

Applying for Graduation: 90th Hour Pre-Graduation Review

Required Graduation Application and Evaluation

To assist students with completing their degree on schedule, EKU professional advisors/graduation experts will review the student's academic progress and Degree Works graduation plan to determine the earliest, reasonable graduation semester.

Baccalaureate degree seeking students will apply for graduation, and thus trigger this official graduation evaluation, during the semester in which they enroll in their 90th credit hour. The timing of this pre-graduation review is designed to be early enough to allow students to make any needed changes and avoid a graduation delay. Once evaluation has been triggered, a registration hold will be placed on the student's record pending submission of their graduation application. This hold is lifted automatically after the student submits a graduation application, online, through myEKU.

Each degree and University certificate-seeking student shall apply for graduation using the online graduation application located within each student's myEKU secure student services account. At the time of application each student shall have created, and have approved by an advisor, a Degree Works academic plan for every semester up through the proposed graduation term.

During the graduation evaluation the student's current registration and Degree Works plan for future terms will be examined – to determine whether the student is on-track and efficiently headed toward graduation. The student will be informed if he or she cannot meet the graduation goal declared on the graduation application, advised how to get back on-track, and given a new graduation timetable.

Results from the graduation evaluation will be documented on the student's Degree Works. Students will receive reminders when it is time

to apply for graduation and initiate the graduation evaluation. Students are expected to heed warnings and follow any instructions posted on their Degree Works audit as a result of this official graduation evaluation. Students who apply to graduate without having the appropriate academic plan in Degree Works will be expected to submit the plan before being evaluated and before registering for the next semester.

Degrees Awarded upon Completion of Program

Each student's degree will be awarded by the University at the first opportunity to do so upon completion of requirements for the student's declared program, per the student's graduation application. Students are expected to earn their baccalaureate degree no later than 6 years after initial matriculation as a first-time degree-seeking student.

Final graduation clearance, degree certification on behalf of the University, and production of diplomas are completed by the Office of the Registrar.

Changing Major after Applying to Graduate

After applying to graduate and having a graduation semester confirmed by the University, students are expected to maintain their declared program of study, and thus graduate on schedule. Any exception must be approved by the Dean of the College of the student's major. Each student is expected to carefully review how any proposed change to a declared program of study would impact his or her approved graduation timetable and future financial assistance, if relevant. Given the gravity of such changes, only in extreme situations and after careful consultations with the student's professional advisor and/or written permission from a graduation evaluator would a change that would delay graduation be considered.

Deferral of Graduation Date

Students who are not successful in completing all graduation requirements by their approved graduation date, but for whom the University determines the graduation goal is still easily within reach, will have their graduation term automatically deferred to the next semester. Students can have their graduation deferred for a maximum of two sequential semesters. After that time the original graduation application will be cancelled and the student will be required to submit a new application for graduation, pay a new application fee, and have a revised Degree Works graduation plan approved by the graduation evaluator.

Graduation Fair (Grad Fest)

There is a graduation fair (Grad Fest) on campus each fall and spring semester. This is an important event for all graduating students. At Grad Fest, students will conclude all needed graduation tasks, including picking up pre-ordered academic regalia.

Graduation Fee

There is a non-refundable graduation application fee for each diploma and/or university certificate sought; the appropriate fee is assessed to the student's EKU account upon receipt of the graduation application. This graduation fee only partially offsets the full cost of production and mailing of diplomas and certificates.

Graduation Academic Regalia

Students order and pay for commencement regalia (cap, tassel, hood, and gown) through the EKU Barnes & Noble bookstore. Students earning University Latin Honors receive a complimentary Honors Sash; this regalia will be available at the Registrar's table during Grad Fest. Students

graduating from the Honors Program will receive a complimentary maroon mortarboard from the Honors Program office.

Commencement Participation

Commencement ceremonies are conducted at the conclusion of the fall and spring semesters, prior to final grade processing. Students participating in commencement must participate in the ceremony during the semester in which they are graduating. Students who are graduating at the end of fall semester may not participate at the preceding or following spring ceremony. Students who are graduating at the end of the spring semester may not participate in the preceding or following fall ceremony.

Students who are graduating at the end of the summer semester may participate at the preceding spring ceremony. Students who are graduating at the end of the winter term may participate at the preceding fall ceremony.

The Commencement ceremony represents a celebratory gathering of all degree candidates who are expected to complete their academic requirements by the official degree-conferral date as established by the University. Attendance at Commencement is optional. Participation in the Commencement ceremony does not represent confirmation of degree completion ("graduation"). After final grades are processed and reviewed, degrees will be conferred. Students earning only a certificate, either university or departmental, may not participate in the Commencement ceremony.

Degree Conferral Date

The Board of Regents of Eastern Kentucky University approves the conferring of degrees four times per year. These conferral dates represent confirmation that all degree and/or university certificate requirements have been met by that date. The formal conferral date is posted to the student's academic transcript and is the date printed on the diploma and certificate.

Below are the ECU degree/certificate conferral dates:

Semester	Date
Fall A (end of first 8 weeks)	October: Last day of Fall A Term
Fall (end of full semester)	December: Last Day of Full Semester
Winter	January: Last Day of Term
Spring A (end of first 8 weeks)	March: Last Day of Spring A Term
Spring (end of full semester)	May: Last Day of Full Semester
Summer A (end of first 6 weeks)	July: Last Day of Summer A Term
Summer (end of full semester)	August: Last Day of Full Semester

Locking Academic History

(after degree has been awarded)

Once a degree has been conferred the academic record of all work contributed to the awarded baccalaureate, master's, or doctoral degree is locked. No course grades may be repeated or replaced for any classes used toward the conferred degree.

The Office of the Registrar takes great care to ensure that each student's academic record is accurate. Any student who believes an error has occurred should immediately bring this to the attention of the Office of the Registrar. Students have one calendar year after a degree is awarded

to identify any item on their academic record believed to be in error. After that time the record is considered to be permanent. Please note that grade challenges have a different timetable and must always be directed to the chair of the department which offered the course in question. For details regarding the timetable and process for grade challenges please refer to the student handbook at <http://studentaffairs.eku.edu/studenthandbook> (<http://studentaffairs.eku.edu/studenthandbook/>)

Diploma and University Certificate Production

Diplomas and University Certificates are produced and mailed to students after all final grades are reviewed and it has been confirmed that all degree requirements have been met. The graduation confirmation process takes several weeks to complete. Therefore, students should expect to receive their diploma 6-8 weeks after the end of finals week. Students who are indebted to the University will not have their transcript or diploma released until the debt is paid. Any questions regarding student financial obligations should be directed to Big E Central.

Associate Degree Honors With Distinction and With High Distinction

Students earning an Associate Degree are graduated "With Distinction" if they attain a GPA of at least 3.5, but less than 3.7, on all GPA hours attempted at Eastern Kentucky University and if they complete a minimum of 30 GPA credit hours, with standard grading, at Eastern Kentucky University.

GPA credit hours are courses graded using standard grades of A-F. These grades have a numerical value and can be used to calculate a student's GPA. A course with a grade of CR or S has no numerical value and supplies no GPA hours, and cannot count toward the minimum required 30 GPA credit hours.

Students earning an Associate Degree are graduated "With High Distinction" if they attain a grade point average (GPA) of 3.7 or higher on all GPA hours attempted at Eastern Kentucky University and if they complete a minimum of 30 GPA credit hours, with normal grading, at Eastern Kentucky University.

For purposes of honors recognition, all GPA credit hours attempted at Eastern Kentucky University – including those which are subsequently repeated or bankrupted – shall be included when calculating the GPA used to award academic honors. Because of timing, honors GPA calculations – solely for the purpose of recognition at the commencement ceremony – cannot include the final semester's course work. In-progress hours will be used to attempt to meet the 30 semester hours at Eastern Kentucky University requirement. Calculations for the permanent designation of honors on the diploma and transcript will include the final semester grades.

Baccalaureate Degree Honors

Latin Honors: Cum Laude, Magna Cum Laude, Summa Cum Laude

Eastern Kentucky University recognizes graduating baccalaureate degree students who have achieved distinguished academic records by awarding their degree with Latin Honors. There are three levels of Latin Honors: Cum laude ("with praise"), Magna Cum laude ("with great praise"), and Summa Cum laude ("with highest praise"). All students earning Latin

honors must take at least 25% (30 GPA credit hours) of their degree applicable course work at Eastern Kentucky University.

GPA credit hours are courses graded using standard grades of A-F. These grades have a numerical value and can be used to calculate a student's GPA. A course with a grade of CR or S has no numerical value and supplies no GPA hours, and cannot count toward the minimum required 30 GPA credit hours.

All GPA credit hours attempted at Eastern Kentucky University (including those which are subsequently repeated or bankrupted) will be used in calculating each Latin Honor grade point average (GPA). Latin honors GPA calculation—for purposes of designating which students may wear a Latin Honors sash at the graduation commencement ceremony—does not include the final semester's course work as these calculations occur weeks before the term has finished. Once a student's final semester has concluded and final grades are available, these grades will be included in the calculations to award the permanent designation of Latin Honors on a student's diploma and transcript.

Cum Laude: Students earning Cum Laude must attain an institutional GPA of at least 3.5, but less than a 3.7, on all GPA credit hours attempted at Eastern Kentucky University. Additionally, a minimum of 30 GPA credit hours, with standard grading, must be taken at Eastern Kentucky University.

Magna Cum Laude: Students earning Magna Cum Laude must attain an institutional GPA of at least 3.7, but less than a 3.9, on all GPA credit hours attempted at Eastern Kentucky University. Additionally, a minimum of 30 credit hours, with standard grading, must be taken at Eastern Kentucky University.

Summa Cum Laude: Students earning Summa Cum laude must attain an institutional GPA of at least 3.9, or higher, on all GPA credit hours attempted at Eastern Kentucky University. Additionally, a minimum of 30 credit hours, with standard grading, must be taken at Eastern Kentucky University.

Honors Scholars Program

Students are graduated as Honors Scholars if they successfully complete Eastern Kentucky University's Honors Program, satisfy all comprehensive and program requirements for an undergraduate degree from this University, and graduate with an institutional GPA of at least 3.2. Honors Scholars are designated at commencement with a maroon mortarboard.