



Graduation Information

Undergraduate Graduation Applications

Graduation applications may be obtained from the department of your major, the Office of the Registrar or on-line at www.aug.edu/forms/list_of_forms.html. The application must be completed with your academic advisor and signed by the departments of your major and minor.

Graduate Graduation Applications

Graduation applications for graduate degrees are kept in the office of your graduate program or on line at www.aug.edu/forms/list_of_forms.html. The application must be completed with your academic advisor and signed by the department.

Once the application is complete, please pay the \$50 application fee (change effective 8/17/09) to the Business Office and then turn the application in to the Office of the Registrar together with your Departmental Check Sheet for undergraduates and Program of Study for graduates for review.

All graduation applications must be submitted by midterm of the semester prior to the last semester of coursework.

Graduation Check Sheet

After submitting your graduation application to the Office of the Registrar it will be reviewed and a check sheet will be mailed to you with any remaining requirements needed to complete your degree. When it is determined you qualify to participate in commencement, you will be added to the program as a degree candidate for the appropriate term.

Diplomas

Only students seeking multiple degree types will receive two diplomas. We are unable to issue multiple diplomas for double majors under the same degree type.

The name you request on your diploma must be your legal name as listed on your academic records at Augusta State University. If your legal name has changed, please provide legal documentation to the Office for the Registrar.

Graduation with Honors

In order for a student who completes all coursework at ASU to be eligible for graduation with honors, his or her Regents grade point average must meet one of the following requirements.

- 3.50 - 3.64 cum laude
- 3.65 - 3.84 magna cum laude
- 3.85 – 4.00 summa cum laude

A student who has transferred to ASU is eligible to graduate with honors only if the GPA for his/her entire university career meets one of the above requirements and the student has completed at least 60 hours of coursework at ASU for a bachelor's degree (30 hours at ASU for the associate's degree). Also, the ASU Regents GPA must meet the above requirements. The honors will be determined by the lower of the two GPA's. Additional undergraduate degree students may qualify for honors if they meet the transfer student requirements. Honor designations are only awarded to student seeking undergraduate degrees.



Ceremony Information

Ceremony Participation

Students completing degree requirements December 2009 and who apply for graduation through the Registrar's Office for completion in May 2010 will be invited to attend the Spring 2010 graduation ceremony at the James Brown Arena. Any student who fails to meet the requirements for graduation during the semester for which they apply should complete a new application for graduation. There is no additional application fee.

Graduation Attire & Invitations

Proper attire for the graduation ceremony is dark hose and shoes for ladies and dark pants and shoes for men. Academic regalia is required. A graduation fair is held each spring. You may contact the Bookstore (706) 737-1611 or visit their website for dates and other information.
www.aug.edu/bookstore/merchandise/grad.html.

Photographs

The Picture Man will photograph you during the ceremony. You will receive information from them about purchasing the photographs when the proofs are ready. You may keep the proofs. Contact **The Picture Man** at (706) 353-7565 or thepictureman@pic-man.com.

Video Tapes

The entire ceremony will be filmed. Should you or your family want a record of the event, contact **American Audio Visual**, 114 Commercial Blvd., Martinez, GA 30907. (706) 868-5977. **The cost is \$20.**

Disabled Persons

If a member of your family or a guest who will be attending the ceremony has a physical disability, please have them arrive early to ensure that parking will be available. There will be special seating available. You may contact the Office of Student Affairs for more information. (706) 737-1411.

General Information

If you do not plan to attend the graduation ceremony, please provide the appropriate mailing address on your graduation application. All obligations, financial and otherwise, must be cleared before your diploma can be released. Any questions regarding graduation should be directed to the Office of the Registrar. (706) 737-1408. If you wish to reenroll at ASU after graduation, please reapply through the Office of Admissions (does not include Associate Degree graduates). If you are interested in Graduate degree programs, please apply through the appropriate graduate office.

ASU Alumni Association

The ASU Alumni Association offer graduation students a complimentary one-year membership which includes all of the benefits of a dues-paying member. Each graduate receives an information packet that explains the membership program and provides a list of the benefits and services members receive. You may reach them at (706) 737-1759 for more information.

ASU Career Center

The Career Center offers a variety of customized services for the soon-to-be college graduate entering the job market. Their **Job Search Seminar** will expose students to internal and external resources and guides available. Job search needs can be discussed on an individual basis by scheduling an appointment with Julie Goley in the Career Center. Contact them at (706) 737-1604.