

CAREER AND TECHNICAL GRADUATION

- Application for Graduation (p. 1)
- Graduation Application Deadlines (p. 1)
- Graduation Application Fee (p. 1)
- Transferring Courses in Term of Graduation (p. 1)
- Tuition Rebate for Undergraduates (p. 2)
- Pursuit of Undergraduate Studies (p. 2)

Application for Graduation

Students must submit their online application for graduation in the term of degree or certificate completion. Degree or certificate candidates who are enrolled in all coursework required to complete their program, and also meet the required major or certificate, SHSU, and overall grade point averages, are permitted to participate in the graduation ceremony. The graduation application is required for degree or certificate awarding within a term and must be submitted by the pre-set graduation application deadline in the Academic Calendar (<https://www.shsu.edu/dept/registrar/calendars/academic-calendar.html>). See the Graduation Application Deadlines section below.

Students who fail to submit the application for graduation to the Registrar's Office within the term of degree or certificate completion may submit an application for graduation in a subsequent term. For these students, the degree or certificate will be awarded pending the completion of all program requirements.

Graduation Application Deadlines

- Students graduating in either a fall or spring term must submit the application for graduation prior to the 12th class day of their graduating term.
- Students graduating in the summer term must submit the application for graduation prior to the 4th class day of summer session one. The exact application deadline dates for current terms are available in the Academic Calendar (<https://www.shsu.edu/dept/registrar/calendars/academic-calendar.html>).

Graduation Application Fee

The graduation application fee must be paid at the time of application. A student filing a graduation application after the published deadline will be assessed a late fee. The graduation application fees listed below are subject to change. **Please be sure to visit the Office of the Registrar for the most up-to-date fees.**

- The fee for students who apply for an Applied Associate or Undergraduate Certificate is \$25.

Applications for graduation must be received before the graduation ceremony to be awarded a degree within that term. The application fee does not roll forward to future terms. Students who do not meet degree requirements in the term of graduation application will need to reapply and pay the graduation application fee again.

Transferring Courses in the Term of Graduation

Completing final degree-required courses at a transfer institution in the term of expected graduation is highly discouraged. The SHSU final grade deadline may not align with other institutions. Regardless, the SHSU final grade deadline must be adhered to in order to award a degree. **No exceptions will be made.**

The Registrar's Office requires:

- The Intent to Transfer Approval Form must be submitted with the graduation application. Students must contact their SHSU academic advisor (<https://www.shsu.edu/offices-departments/sam-center/>) to initiate the Form.

The Admissions Office requires:

- An official transfer transcript, including any final course grades, must be submitted to the Admissions Office by the SHSU grade deadline, as published in the Academic Calendar, (<https://www.shsu.edu/dept/registrar/calendars/academic-calendar.html>) to articulate the coursework to the SHSU academic record. The student should notify the Admissions Office (<https://www.shsu.edu/admissions/>) and the Graduation Team (Graduationteam@shsu.edu) in the Registrar's Office upon submission of the transfer transcript.

Warning: Transfer grades not arriving by the final grade deadline will result in no degree being awarded. Students will be required to reapply for graduation and pay the application fee in a subsequent term. Degrees are not awarded to students without an application for graduation on file with the Registrar's Office within the term of degree completion.

Tuition Rebate for Undergraduates

The tuition rebate program was created by Senate Bill 1907, 75th Texas Legislature. The Texas Education Code §54.0065 (<http://www.statutes.legis.state.tx.us/Docs/ED/htm/ED.54.htm#540065>) authorizes qualified undergraduate students to receive up to \$1,000 in tuition rebates upon completing a baccalaureate degree.

Because the tuition rebate program is intended for baccalaureate degree completion, Career and Technical programs are ineligible.

Pursuit of Undergraduate Studies

SHSU undergraduate programs provide avenues for advanced and specialized study, catering to individuals who seek to contribute meaningfully to their respective professions and academic fields.

The university offers a range of undergraduate programs, including both Bachelor's and Applied Bachelor's degrees, all designed to equip students with the skills and knowledge required for professional and academic advancement.

For a comprehensive list of available undergraduate programs, please refer to the "Degrees Offered (<https://catalog.shsu.edu/degree-programs/>)" section of the catalog. This information is also available in the "Transfer Students (<https://www.shsu.edu/admissions/apply/transfer-steps-checklist/>)" section of the university's website.