

FAQs

What is the difference between graduation and commencement?

- Graduation is the process of being awarded a degree. All students wishing to graduate must apply for graduation by the application deadline.
- Commencement ceremonies are the services held at the end of each fall and spring semester. These are ceremonies in which the achievement of the degree is recognized and celebrated by the University community and the students' friends and family.

How do I apply for graduation?

Applications for graduation should be submitted in MyCSU, Students page, Student Records tab.

Application Deadlines

- Spring: January 30th
- Summer: May 30th
- Fall: August 30th

Is there an application fee?

Yes. There is a non-refundable graduation fee of \$60.

Where do I pay the graduation application fee?

Students may pay the graduation fee in MyCSU or at the [Office of Student Accounts](#) in University Hall.

When is the graduation application fee deadline?

The application fee is charged the semester of graduation. Please refer to the academic calendar for the fee deadline.

Does the application cover the cost of cap and gown?

No. Cap and gown are separate.

When will I get my diploma?

Approximately eight weeks after the official close of the term in which you have graduated.

What is listed on my diploma?

Diplomas include the following information:

- Student's legal name
- Degree
- Major
- Honor notation, if applicable
- Date of completion (not ceremony date)

Diplomas **DO NOT** include minors, support field, emphasis, and/or concentrations.

What are the dimensions of my diploma?

- Undergraduate 8.5 x 11
- Graduate 11 x 17

Can I order a replacement diploma?

Orders may be placed through [Parchment](#). Undergraduate diplomas cost \$25 and graduate diplomas cost \$40.

How do I qualify for University Honors?

You must have a minimum institutional and overall grade point average, please refer to the academic catalog for the required grade point average.

Is there University Honors for graduate students?

No. Not at this time.

If I have a University Hold will my diploma be issued?

No, if you have a University Hold your diploma will not be released.

If I apply for graduation but do not graduate, why can't my graduation application be used for the following semester?

When you apply for graduation, you are applying for the degree to be awarded in that particular term. Graduation applications **DO NOT** roll to the next term. If you do not complete all the requirements, you must reapply

Is there a summer commencement?

Please note that there is **no summer commencement**. Summer candidates have the opportunity to attend the Fall commencement.

Who do I contact for additional graduation information?

Please contact the Office of the Registrar at graduation@columbusstate.edu

What side of cap should I place my tassel?

- Certificate, Associate and Bachelor students place tassel on right side
- Master, Specialist and Doctoral students place tassel on left side