How to Prepare for Graduation

**Graduation Requirements:**
1. 120 credit hours
2. Completion of Major requirements
3. Completion of GPAC
4. Completion of any double majors, minors, or secondary field of study (if applicable)
5. 2.0 overall GPA

**Residency Requirements:**
1. Must complete at least 60 credit hours at GW
2. Must complete 45 of your final 60 credit hours while registered in CCAS. (For students that participated in an approved study abroad program, the requirement is expanded to 45 of your final 75 credit hours)
3. Must complete 9 of your final 15 credit hours in residence
4. 12 credit hours of upper-level course work in the major and half the number of credit hours required for a minor, must be completed in CCAS
5. Student cannot be simultaneously enrolled in GW and another institution (with the exception of summer sessions)

**GRADUATION TIMELINE**

1. **Graduation Application**
   - Feb. 1st—Spring application deadline
   - Late fee of $35 is charged to your student account for any graduation applications submitted after the deadline

2. **Graduation Audit**
   -Shortly after your graduation application is submitted you will receive a graduation review via email from your CCAS Advisor
   -Things to note:
     - a grade of a C– or higher is required for all upper-level courses counting toward your major or minor
     - LSPA (formerly EXSA) courses do not count toward graduation
     - Only elective courses can be taken Pass/No Pass. Can only take one Pass/No Pass class a semester (only for Juniors & Seniors)
     - Can only count 18 credit hours of Professional Credit toward graduation
     - You cannot receive duplicate credit

3. **Graduation Clearance Process**
   - This process takes place after the semester is over and grades are posted (mid-May/early-June for Spring)
   - Cannot be cleared for graduation with an courses still “In Progress” or any “Incompletes”
   - Make sure study abroad credit is posted before graduation! It can take up to 3 weeks for your abroad credit to be posted
   - You will receive an email from your advisor once you have be cleared for graduation or if there are any issues with your graduation clearance process

4. **Diploma Receipt**
   - Diplomas are mailed 8 to 12 weeks after you receive your graduation clearance email
   - We cannot rush your diploma order
   - Plan ahead for jobs and graduate schools if they require proof of your degree