

# GRADUATION CHECKLIST

---

Graduate students must apply for graduation no later than March 1 for fall graduates and October 1 for spring graduates.

Students should consult their Graduate Advisor and have a graduation plan saved to the DegreeWorks Plans tab outlining the final term courses and requirements.

Students also should submit an [Intent to Graduate](#) to the Registrar's Office.

Graduation requirements are reflected in DegreeWorks in accordance with the specific degree plan, the CMU Catalog, the Graduate Policy and Procedures Manual, and individual program requirements that are department-specific and specified in the CMU Catalog. In the event that there is a discrepancy, the Graduate Policy and Procedures Manual takes precedence. If the DegreeWorks audit does not correctly reflect all remaining requirements, including individual student adjustments, the Registrar or Registrar's designee should be notified of necessary corrections via email for official investigation.

The catalog used to meet graduation requirements is normally the one published for the academic term during which the student first enrolled and after which remains continuously enrolled. The student may specify this or a later version of the catalog under which they wish to be evaluated and should then meet the requirements in that catalog. The student may select a subsequent catalog up to and including the current one, provided the student was in attendance at CMU during the selected academic year.

CMU reserves the right to modify or change catalog provisions, based on existing mechanisms, in order to fulfill the CMU Role and Mission. Such changes or modifications may be implemented as applicable to all students at the time the changes are made, unless there is written approval stating otherwise from the Office of Graduate Studies and the Vice President of Academic Affairs. CMU reserves the right to terminate or modify program requirements, content, and the sequence of program offerings from time to time for educational or financial reasons that it deems sufficient to warrant such actions.