GRADUATION

Every student should meet with his/her academic advisor at regular intervals to ensure progress toward graduation. All bachelor’s and associate’s degrees require that a student submit a graduation application (available at https://www.dixie.edu/graduation/) according to the published deadlines. To graduate, a student must fulfill all applicable program and institutional requirements, complete loan counseling as required, and have no outstanding debts to the University.

STUDENTS MUST SUBMIT A GRADUATION APPLICATION. GRADUATION IS NOT AUTOMATIC.

Commencement exercises are held once each academic year immediately following the end of Spring Semester. All students who have graduated during that academic year (July 1 – June 30) are eligible to participate. In addition, students planning to graduate at the end of Summer Semester are invited to participate in the commencement exercises immediately prior to that Summer Semester -- if the 12 or fewer credits remaining after Spring Semester to fulfill all degree requirements.

Graduation Application Process (must be completed by the deadlines listed below):

1. **COMPLETE APPLICATION:** Complete the online graduation application and print a copy.

2. **MEET WITH ADVISOR:** Schedule a graduation appointment with your academic advisor. Bring the printed copy of your application to your appointment. Failure to meet with your advisor may delay your graduation and prevent your name from appearing in the commencement program.

3. **COMPLETE DEGREE AUDIT:** At the scheduled appointment, you and your advisor will complete a degree audit and review your academic progress, including discussing any remaining requirements and/or responsibilities needed to complete the graduation process.

4. **PAY FEE:** Pay non-refundable graduation fee ($35) at the Cashier’s Office once the Registrar’s Office has approved your graduation application. The graduation fee must be paid as soon as possible. An outstanding balance will prevent registering for classes in the future as well as accessing both official and unofficial transcripts, so pay this fee as soon as it is posted.

Late applications for bachelor’s degree graduation are accepted for 30 days after the deadline. Late applications for associate’s degree programs are accepted for 14 days after the deadline. An additional $50 fee is assessed for ALL late applications. NO graduation applications will be accepted after 14 days (associate’s degrees) or 30 days (bachelor’s degrees) after the deadline. There is no guarantee that Spring graduates submitting late applications will be able to participate in Commencement. There is no guarantee that Spring graduates submitting late applications will receive honors regalia or be listed as Honors Graduates in the commencement program. All graduation fees, including the late fee, must be paid in order for a late application to be processed.

Graduation Application Deadlines

Students applying to receive a general associate’s degree (AA/AS) should contact the Academic Advisement Office for a graduation appointment. **See Academic Advisement section in this catalog.**

Students applying to receive any bachelor’s degree (BS/BA), a specialized associate’s degree (Business, Criminal Justice, etc.), or an associate’s degree in applied science (AAS) should contact an Academic Advisor in their program for a graduation appointment.

To graduate at the end of Fall:
- Bachelor’s degree application deadline: **April 1**
- Associate’s degree application deadline: **October 1**

To graduate at the end of Spring:
- Bachelor’s degree deadline: **November 1**
- Associate’s degree deadline: **February 1**

To graduate at the end of Summer:
- Bachelor’s degree deadline: **March 1**
- Associate’s degree deadline: **May 1**

Summer graduates who wish to participate in the Spring commencement must comply with the Spring graduation deadlines. Summer graduates will not be eligible for valedictorian, associate speaker, Latin honors, or associate honors at Commencement until the NEXT Spring Commencement, even if they participated in the previous Commencement.

Completion Deadline

Students have 30 days after the last day of finals in their graduation semester to complete all program requirements, including resolution of any “I” grades (whether or not those grades impact degree requirements) and/or appeals. Students who do not complete requirements within that time frame will be required to reapply for graduation in a subsequent semester and will be assessed a new graduation fee.

Honors

Honors are awarded in conjunction with associate and baccalaureate degrees and are based on cumulative GPA. Baccalaureate honors are called “Latin Honors.” Credits contributing toward minimum GPA and credit standards for honors may not be acquired through examination, prior experiential learning, or petition.

SPRING GRADUATES: Only courses that have been graded at the time the graduation application is processed will be considered in the qualification for and calculation of honors at Commencement. A student graduating at the end of Spring semester will be listed as having received honors in the Commencement program only if the student was eligible for honors at the time the graduation application was submitted. All honors earned at the date the student actually completes program requirements will be posted to a student’s transcript and diploma.

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Latin Honors
Students who have or will have completed a minimum of 48 credits at Dixie State University at the time of graduation with a baccalaureate degree are eligible for Latin honors to be listed on the transcript and diploma according to the following standards:

- Summa cum laude shall be granted to those students whose cumulative GPA is at least 3.95.
- Magna cum laude shall be granted to those students whose cumulative GPA is at least 3.80.
- Cum laude shall be granted to those students whose cumulative GPA is at least 3.65.

Spring graduates' eligibility for honors regalia and honors notation in the Commencement program will be based on cumulative GPA and completed number of credits at the time the graduation application is processed.

Associate Degree Honors
Students who have or will have completed a minimum of 30 credits at Dixie State University at the time of graduation with an associate degree are eligible for associate honors to be listed on the transcript and diploma according to the following standards:

- High honors are awarded to students whose cumulative GPA is at least 3.75.
- Honors are awarded to students whose cumulative GPA is at least 3.50.

Spring graduates' eligibility for honors regalia and honors notation in the Commencement program will be based on cumulative GPA and completed number of credits at the time the graduation application is submitted.

College Valedictorian / Student Speaker
Each baccalaureate program may select a valedictorian. The University valedictorian will be selected from among the top honors graduates, determined by GPA, of those graduating with a baccalaureate degree in the current academic year.

Eligibility to be valedictorian is limited to bachelor’s degree graduation applicants who have completed 48 credits at Dixie State University at the time the application is submitted. Spring graduates’ eligibility for valedictorian will be based on cumulative GPA and completed number of credits at the time the graduation application is processed. Students who submit graduation application after the Spring semester deadline will not be eligible to be considered for valedictorian.

If two or more graduates in a major have the same GPA, the academic department will be asked to select one candidate for valedictorian. For the purposes of valedictorian selection, each major will include all subsidiary emphases and related secondary education teaching majors. Valedictorian candidates may be required to submit an application and complete a personal interview. The University Academic Council has final approval of the valedictorian.

The student speaker will be selected from among the top 1% of honors graduates, determined by GPA, of those graduating with an associate degree in the current academic year.

Eligibility to be student speaker is limited to associate’s degree graduation applicants who have completed 30 credits at Dixie State University at the time they apply for graduation. Students who submit graduation application after the Spring semester deadline will not be eligible to be considered for associate speaker. Spring graduates’ eligibility for student speaker will be based on cumulative GPA and completed number of credits at the time the graduation application is processed. Student speaker candidates may be required to submit an application and complete a personal interview. The University Academic Council has final approval of the student speaker.

Documents to consult for further information about graduation:

- Program requirements in the University catalog.