

# GRADUATION DEADLINES

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The date of graduation for each term shall be the last day of final examination in the fall, the date of commencement in the spring and the last day of classes in the summer. Students must be enrolled in a minimum of two credit hours the semester of graduation. Students should complete the graduation application at the time they enroll for their last semester. These dates for an academic year may be found in the Academic Calendar. To entitle a student to graduate as of that date, all work required for the degree and payment of tuition and fees must be completed satisfactorily prior to the first day of classes of the next semester or summer session. It is the student's responsibility to make sure all degree requirements have been met. If the student has not completed all the requirements, the student will become a graduate the following semester. Diplomas are awarded three times a year.

## Graduation Ceremony

The official commencement for all students is held on the Norman campus each spring. A College convocation is held each spring semester. Students graduating during the summer or fall semester are invited to participate in the following spring commencement and convocation ceremonies.

Students who plan to graduate in the spring or summer terms are eligible to participate in the spring commencement and convocation ceremonies. The student's Committee must state in writing that the student is expected to complete all degree requirements before the end of the summer semester. These requirements include the completion of coursework of the MPH practicum paper, work products and accompanying comprehensive oral examination, or the MHA internship requirements, or the completion of the MS thesis or PhD dissertation requirements, depending on the degree program.

## Diploma and Fees

During the candidate's last semester, the candidate must file an official Application for Graduation and pay all tuition and fee charges before the degree will be conferred and a diploma issued. The candidate who plans to participate in the commencement ceremony must purchase a cap and gown.

## Consent for Letters of Recommendation

In order to maintain compliance with the Family Educational Rights and Privacy Act (FERPA), any member of the faculty or staff who writes a letter of recommendation that includes personally identifiable information obtained from a student or alumnus' education record (grades, GPA, class rank, etc.), should obtain signed authorization from the student.

The Consent Authorization Form and Letter of Recommendation Request form is found on the Admissions and Records website, [https://admissions.ouhsc.edu/Portals/1047/assets/documents/Forms/Consent\\_Authorization.pdf](https://admissions.ouhsc.edu/Portals/1047/assets/documents/Forms/Consent_Authorization.pdf).