


University College Bachelor of General Studies Graduation Checklist

	WHAT to do	WHERE to go	WHEN to do
	Apply for graduation *See additional notes for graduation with honors and University Honors Program. <i>(If eligible, apply for tuition rebate.)</i>	On-line using the Student Services Menu, https://ssb.txstate.edu/prod/twbkwbis.P_WWWLogin	Apply the first day of class of the semester you would like to graduate. See Academic Calendar for required deadlines. www.registrar.txstate.edu/persistent-links/academic-calendar.html
	Wait for approval of your application. Watch for information on BGS TRACS site: https://tracs.txstate.edu/portal/login	Sent via email to Texas State email address. You will receive an official letter by post mail only if you have not met all of your degree requirements.	Approved students will receive further instructions via email within one week of the <u>graduation application deadline</u> .
	Check commencement website (graduation ceremony)	www.txstate.edu/commerce	Carefully review the website for times and directions to make arrangements for guests.
	Check for Holds: -Parking Tickets -Financial Aid -Library fines, etc.	Online using the Student Services Menu, https://ssb.txstate.edu/prod/twbkwbis.P_WWWLogin	Prior to commencement resolve outstanding issues.
	Obtain cap, gown, and announcements.	Texas State Bookstore	Purchase prior to commencement if you are attending.
	Attend Graduation (or if you do not plan to attend, notify the Advising Center).	Strahan Coliseum	Follow instructions that will be sent to you via email one week before ceremony.
	Pick-up diploma	Registrar's Office	Check the Registrar's website for exact dates and times; they will be mailed to you if you do not pick up. www.registrar.txstate.edu/

Important Notes:

BGS Minor GPA Requirements:

In order to graduate, students must earn a 2.25 in each minor, which includes 12 advanced hours (3000-4000 level courses.)

***Honors Designations: Graduation with honors** is automatic if you meet the requirements. No additional application is required. To graduate with honors you must complete 60 hours at Texas State. Your grades and GPA for your last semester at Texas State are included in your honors designation:

- Cum laude = 3.40 to 3.59
- Magna cum laude = 3.60 to 3.79
- Summa cum laude = 3.80 to 4.0

University Honors Program

The University Honors Program is separate and requirements are determined by the program. (<http://www.txstate.edu/honors>).

Any questions, please contact the University College Advising Center at (512) 245-2218.