



2023 Graduation Checklist

UVU Associate in University Studies

IMPORTANT TIPS

- Check your UVU email.
 - ALL official communication from UVU is sent to your student email. This includes follow-up information about your graduation application with notifications of any issues. Your UVU email can be forwarded to another account.
 - **Know your deadlines.**
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Spring Semester Graduates:

- ✓ All requirements will be complete and on your UVU transcript by May 31, 2023.
 - Degree will be dated in May
 - Eligible to participate in UVU graduation ceremonies
 - Eligible for honors cords to wear during ceremonies
 - Eligible for Opportunity Scholarship

Summer Semester Graduates:

- ✓ All coursework is complete, but you will be waiting on AP scores to post.
 - Degree will be dated in August/September
 - Eligible to participate in UVU graduation ceremonies by exception
 - Eligible for Opportunity Scholarship
 - ✓ You will be finishing coursework during the summer semester.
 - Degree will be dated in August/September
 - Eligible to participate in UVU graduation ceremonies by exception
 - **NOT** eligible for Opportunity Scholarship
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Course Preparation for Graduation

2023 Spring Course Registration

1. Register for your spring semester classes.
2. In your MyUVU account, click on **Wolverine Track** at top of your screen.
3. Review your progress in Wolverine Track. If there are any discrepancies, check with your CE Academic Advisor ASAP **BEFORE** proceeding.
4. Understand what you have completed and how any missing items will be finalized.

Transfer in Any Outside Credit

IMPORTANT: For Spring graduation, most transfer credit will need to be completed and graded by **May 2nd** in order to be transferred to UVU by the **May 31st** deadline. If you will not be able to get the transfer credit in by that time, you may need to re-apply for Summer Graduation. There are exceptions with Face to Face CE courses. Please speak with your CE Academic Advisor for any questions or clarification with your particular situation regarding this graduation policy.

IMPORTANT: *Per UVU transfer policy:* Credit will only be awarded for courses completed with C- grades or higher.

- **Advanced Placement (AP):** If you still have any previous AP credit not showing up in Wolverine Track, please get that in right away. You will need to contact www.collegeboard.org to have those scores sent to UVU.
If you are currently in an AP course this year and you need those credits for your associate degree, please instruct College Board at the time of the test to have your scores sent to UVU. We will get those scores in July.
- **Transfer Credit for other Institutions:** Any credit coming from other colleges or universities must be sent to UVU as soon as it is completed **AND GRADED**. If a college can send electronic transcripts, have the college send them to: etranscriptr@uvu.edu.
Electronic transcripts are processed faster than paper transcripts.
If submitting a paper transcript, mail or drop it off in person to the Graduation and Transfer Services office.
- **Foreign Language Experiential Credit** – If you are planning on getting experiential credit and you have already completed your language course; you will need to contact a UVU foreign language academic advisor. To set up an appointment call 801-863-8518 or email CHSS_Advising@uvu.edu.
IMPORTANT: If you are *currently* in your foreign language class, as soon as grades post from Concurrent Enrollment in June, **immediately** contact chss_advising@uvu.edu.

Guide to Graduation

Step 1: Apply for Graduation by February 3, 2023

Step 2: Register for Ceremonies

- There are two graduation ceremonies: Commencement & Convocation. Attendance is optional. You can choose to register and attend one or both.
- The graduation office will contact you via your myUVU email with information for purchasing graduation regalia after filling out the graduation application.

Step 3: Order Cap, Gown & Other Regalia

When you register for ceremonies, you will be given options to purchase.

Step 4: Attend Graduation Fair

Check your registration status, get help if needed, place orders.

Step 5: Pick up Regalia

You will be notified via your myUVU email when/where to pick up regalia prior to ceremonies.

Step 6: Attend and Celebrate!

(Please note that these dates are not decided yet, you will be notified of any changes).

Commencement: TBA | UCCU Center

Convocation: TBA | Location TBA (UVU Main Campus)

*You will be walking at Convocation with University College.

Graduation Application

KNOW YOUR DEADLINES

Graduation Application is **free if submitted by deadline**

***It will cost \$25** (if submitted during the late period)

Spring Application Opens: **October 8, 2022**

Spring Application Deadline: **February 3, 2023**

Spring Application deadline with late fee: February 28, 2023*

You are a **SPRING** graduate if:

- You are NOT taking AP tests your senior year that will be used to complete your degree.
- All requirements for graduation will be on your UVU transcript by May 31, 2023.

Graduation Application is **Free if submitted by deadline**

***It will cost \$25** (if submitted during the late period)

Summer Application Opens: **February 4, 2023**

Summer Application Deadline: **June 2, 2023**

Summer Application deadline with late fee: June 30, 2023*

You are a **SUMMER** graduate if:

- You ARE taking AP tests your senior year that will be used to complete your degree.
- All requirements for graduation will be on your UVU transcript by September 15, 2023.

If applying for Summer and you want to walk in the Spring graduation ceremonies, you must ask for the Summer Exception to Commencement within the Summer application. Mark **"Yes - Exception Participant"** Your request must be made no later than March 8th to ensure your name will be printed in graduation programs.



Graduation Application Steps:

1. Go to the UVU Graduation website: <https://www.uvu.edu/graduation/apply/index.html>.
2. Select “Apply Here”
3. Select the semester you are applying for: Spring or Summer
4. Apply for “Undeclared Degree”
5. **A.** Choose Catalog Year (year you began taking CE classes)
 - 2020-2021** (If started HSCE as a sophomore)
 - 2021 2022**(If started HSCE as a junior)**B.** Choose your major:
 - University Studies- AS
 - University Studies- AA (includes 8 credits of foreign language)
 - Specific Major if applicable (i.e. Math or Computer Science **UCAS only**)**C.** There are no concentrations available. Choose “no concentration”.
6. On the application, you will be asked if your courses are complete or if you have missing items. If you are missing anything (i.e. AP credits, transfer credits, experiential credits, classes you will be adding), you will need to indicate that in your application. Only select “No unmet requirements” if there are **NO** missing items in your Wolverine Track.

If you are missing anything (i.e. AP credits, Transfer credits, Experiential credits, Classes you will be adding), you will need to write those items in the space provided. UVU will accept or deny your application based on your answers. Please be specific. For example:

- **HLAC1096 will be transferred from Salt Lake Community College**
- **AP US History will cover the American Institutions**
- **Transferring 3 elective credits from Utah Girls State**
- **Will purchase SPAN1010 after SPAN1020 is graded**

*At the end of the application, there may be a survey. Please complete the entire survey if you are prompted.

TIP: We highly recommend you meet with an academic advisor for an individual final audit of your wolverine track. **Make an appointment:** <https://www.uvu.edu/concurrent/advising/index.html>

Tip: Keep an eye on your wolverine track over the next few months. Make sure you know what is missing and if you see anything wrong, meet with your advisor ASAP.

Regularly Check Your myUVU Email

You will receive an email confirming your graduation application once you have submitted it. In mid-February, details explaining how to purchase regalia (if you choose to participate) and other important information will also be sent to you.



Scholarship Opportunities

Opportunity Scholarship – <https://ushe.edu/state-scholarships-aid/opportunity-scholarship/>

The scholarship application will be available: November 15, 2022

- Specific questions about the Opportunity Scholarship should be directed to the Utah System of Higher Education (USHE). We recommend contacting them by email: scholarships@ushe.edu
- ***The final scholarship deadline is: February 1, 2023***

TIP: Planning church, humanitarian or military service? Make sure you contact the Opportunity Scholarship office about deferment. This process will hold your scholarship until you return. See website for details. <https://ushe.edu/state-scholarships-aid/opportunity-scholarship/>

Apply for UVU Scholarships – <http://uvu.edu/financialaid/scholarships/>

Freshman application | DEADLINE: March 1, 2023

- Please fill out the application fully. You will be considered for all scholarships that you may qualify for (i.e. academic, private, need-based, leadership, honors, multicultural, etc.)
- **Request at your high school to send UVU an updated high school transcript before March 1, 2023 for the Academic Merit Scholarships**

TIP: Even though you will have a full associate degree, **you will apply for scholarships and admissions to other institutions as a freshman undergraduate.**

Federal Financial Aid (FAFSA) – <https://studentaid.gov/h/apply-for-aid/fafsa>

The 2021/2022 FAFSA application will be available *October 1, 2022*

- Go to the above website and complete the application online.

Fall 2023 Admissions

As a High School Concurrent Enrollment student, you do **NOT** need to re-apply to UVU for the Fall 2023 semester. UVU Admissions will automatically switch your student status over from High School Concurrent Enrollment to Incoming Freshman.

Once switched to Incoming Freshman student status at UVU, you will have three holds placed on your account. These holds will become active mid-February. The holds will require you to meet with your New Academic advisor, complete online orientation, and sign up for Jumpstart before you can register for Summer or Fall classes. Remember to check your UVU student email for all official correspondence.

Summer class registration begins: *Late February* | Fall registration begins: *Early April*

TIP: Planning church, humanitarian or military service? **Make sure you complete the UVU Scholarship Deferment and Leave of Absence paperwork. This will hold your scholarships and admissions status until you return.** See website for details. <https://www.uvu.edu/leaveofabsence/>

Timeline

November	<ul style="list-style-type: none"> ✓ Attend Graduation Meeting. ✓ Schedule Individual Wolverine Track Audit with CE Advisor. ✓ Register for spring CE/LI courses. ✓ Spring Grads: Apply for UVU Spring Graduation. Application Opens: October 8, 2022 Application Deadline: February 3, 2023
December	<ul style="list-style-type: none"> ✓ Apply for the Opportunity Scholarship. Application Opens: November 15, 2022 Applications Deadline: February 1, 2023
January	<ul style="list-style-type: none"> ✓ Send updated transcripts and ACT scores to admissions@uvu.edu. ✓ Apply for UVU freshman scholarships. UVU scholarship deadline: March 1, 2023
February	<ul style="list-style-type: none"> ✓ Summer Grads: Apply for UVU Summer Graduation. Application Opens: Feb 4, 2023 Application Deadline: June 2, 2023 ✓ All Grads: Register to participate in UVU graduation ceremonies. Ceremony participation is optional. You will receive an email from the graduation office with instructions. ✓ All Grads: Ceremony Participation Notification Deadline: March 8, 2023 ✓ Want to take summer classes? UVU summer semester registration opens at the end of February. Priority registration given based on completed credit hours.
March	<ul style="list-style-type: none"> ✓ Attend graduation fair at UVU Bookstore where you will be able to order all your graduation essentials: cap, gown, announcements, etc. ✓ Complete online orientation/jump start. Meet with your new advisor for your bachelor's degree. Classes for fall semester fill up fast. Meet now so you are ready to register in April.
April	<ul style="list-style-type: none"> ✓ Register for Fall Semester. UVU fall semester registration opens. Priority registration given based on completed credit hours. ✓ Follow up on your transfer credit. Make sure all transfer credit has been applied to your wolverine track. ✓ If you didn't already, apply for summer graduation. Application Deadline: June 2, 2023
May	<ul style="list-style-type: none"> ✓ Attend UVU Graduation Ceremonies: Commencement: TBA (General Graduation Ceremony) University College Convocation: TBA (Walking Ceremony) https://www.uvu.edu/graduation/

