

**Registration Requirement:** You must hold active status in The Graduate School (GS) in order to graduate. If you are not active, you must apply for Change of Status/Readmission. If readmitted, you must register before you will be permitted to schedule your final examination and graduate. For more information about the registration requirement, registration options, and filing for readmission, see the GS website at:

[http://www.grad.umn.edu/current\\_students/registration/active\\_status.html](http://www.grad.umn.edu/current_students/registration/active_status.html)

**Degree Clearance:** The DPT graduate program office will request of The Graduate School a graduation packet (which includes the Graduate Application for Degree, Final Report Form, Commencement Attendance Approval form, and information sheet) upon registration for your final clinical internship (PT 6298). *The DPT graduate program office will forward the Graduate Application for Degree form and information sheet to you.* The remaining forms will be handled on your behalf by the DPT graduate program office.

### **Graduation Checklist**

- Active Status:** Registration in The Graduate School **every** fall and spring.
- Graduate Application for Degree:** Submit to One Stop, 200 Fraser Hall (Minneapolis campus) or 130 Coffey Hall (St. Paul Campus) **on or before the first working day of the month you intend to graduate.** DPT students normally are expected to graduate the June of their final year. This being the case, you must file the Graduate Application for Degree by the first working day of June to be considered for June degree clearance, and complete all requirements by the last working day of June to graduate. Please confer with the DPT graduate program office or The Graduate School if you will not be completing your degree in June.
- Coursework:** All coursework listed on your Degree Program Form must be registered for **and** completed (grades posted to the transcript) **on or before the last working day of the month you intend to graduate.**

The following must be submitted to The Graduate School, 316 Johnston Hall **on or before the last working day of the month you intend to graduate.**

- Final Report Form:** The DPT Director of Graduate Studies signs this form to indicate that you have completed all departmental requirements for the degree. The signed Final Report Form will be submitted to The Graduate School by the DPT program office on your behalf.

**Award of the degree:** Degree will be awarded on the **last** working day of the month in which you complete **all** requirements (e.g., if you apply by the first working day of June for June graduation and you do not complete all of the necessary requirements by the end of June, the next possible month for degree clearance will be July). The degree award is posted to your transcript approximately 3 weeks following the official conferral date. Diplomas are mailed within 4-6 weeks of your official conferral date. Please contact the Office of the Registrar directly with any questions regarding your diploma: [helpingU@umn.edu](mailto:helpingU@umn.edu) or (612) 624-1111.

**Commencement Ceremony:** Attendance is encouraged, but not required. Your adviser and DPT Director of Graduate Studies sign the Commencement Attendance Approval Form (included in packet) to indicate you have met the DPT graduate program's eligibility requirement for Graduate School commencement attendance. The signed Commencement Attendance Approval Form will be submitted to The Graduate School by the DPT graduate program on your behalf.

#### **Commencement dates and deadlines:**

[http://www.grad.umn.edu/current\\_students/degree\\_completion/commencement/index.html](http://www.grad.umn.edu/current_students/degree_completion/commencement/index.html)

**YOUR PARTICIPATION IN THE COMMENCEMENT CEREMONY DOES NOT IMPLY THAT YOU HAVE OFFICIALLY GRADUATED**

#### **Graduate School Contact Information:**

Coordinator, Doctoral Degree Services  
316 Johnston Hall, Office Hours: Monday-Friday, 8am-4:30pm  
Phone: (612) 625-0168; email: [gsdoc@umn.edu](mailto:gsdoc@umn.edu)