

GRADUATION APPLICATION AND MAJOR/MINOR REQUIREMENTS INSTRUCTIONS

- Application for graduation must be made at least two terms in advance of the term you expect to graduate. This enables the graduation evaluator to evaluate your degree program and notify you of your status prior to the beginning of your final term. The final deadlines are posted in the Records and Registration Office, in the departments and in the Academic Calendar.
- At the time of application, the posted fee is due and payable in Student Financial Services, Sutton 200, prior to submitting the Graduation Application. Return completed form(s) to the Records and Registration Office. Offcampus students can mail completed and signed forms to EWU, Graduation Applications, Records and Registration, 201 Sutton, Cheney, WA 99004-2431.
- Current fees are listed on the Records and Registration web page.
- Please print your name on the first line exactly how you want it to appear on your diploma. Provide a valid EWU Eagles email address where the Graduation Checklist will be mailed when completed. Indicate under Quarter/Semester of Completion the term that all your requirements will be completed, not when you want to attend commencement.

MAJOR/MINOR

- List all courses that you are required to take to complete your major/minor, whether they are finished or not. This includes required electives and/or supporting courses. Please do not list extra courses if they are not needed to complete your major or minor.
- If you are using transfer work, please note the EWU course number first and then the transfer course number with college initials as per example.
- BIOL 100 = BIOL 121 (SFCC)
- All exceptions, waivers and substitutions must be noted on the form and initialed by the department chair. Any changes after submission of this form must be documented in writing with department chair approval.
 - Your major/minor form must be signed by the department chair for each major and/or minor.
 - You must earn a minimum of 15 upper division credits in your major at EWU.
 - You must earn a minimum of a 2.0 cumulative GPA (or higher for some departments) in your major and minor. Refer to the university catalog for specific grade requirements for your respective department.
- In order to earn a baccalaureate degree, all other university graduation requirements must be completed.
- Please refer to your general catalog index under "Graduation Requirements" to familiarize yourself with these requirements.

BACHELOR OF ARTS IN EDUCATION CANDIDATES ONLY

- When you are obtaining signatures, this form must be initialed under the major/minor sections by the department chair if your major/minor is also an endorsement (for Certification). Also, circle whether the major/minor is a primary, supporting or non-endorsement.
- You will need to obtain a Professional Education Requirements Approval Form from the Education Dept. and submit it along with this form.
- When you take EDUC 420, Professional Degree Candidacy, you will need a photocopy of this Major/Minor form for the EDUC 420 packet that is due the first week of the quarter. You must make this copy before you turn in the originals to the Graduation Office. We cannot supply this copy for you.
- Granting a Bachelor of Arts in Education degree does not guarantee certification by the Department of Education.