



Name _____ ID# _____

Final semester of enrollment (including Capstone/Fieldcamp) ____ Spring ____ Summer ____ Fall Year: _____

Major(s): _____

NOTE: Not completing all majors at the same time may result in additional requirements and additional semester(s) of coursework.

____ I agree to complete a graduation check for all my Major(s) in their respective College(s).

____ I understand I will need to be cleared for all Majors the same semester.

Minor(s): _____

NOTE: Minor(s) can be completed prior to intended semester of graduation or during the same semester (not after).

____ I agree to complete a graduation check for all my minor(s) in their respective College(s).

____ I understand I must complete my minor(s) prior to or during my final semester.

• Do you plan to graduate with Honors through the Honors College? ____ Yes or ____ No

If yes: ____ I agree to complete a graduation check for Honors.

____ I understand I must complete all requirements before or during my final semester.

• Will you be commissioned into military service (ROTC)? ____ Yes or ____ No

• Do you plan to participate in the MCEE Convocation (graduation ceremony)? ____ Yes or ____ No

Transfer Transcript Policy: Official transcripts for any transfer courses must arrive at OU Admission no later than 10 business days after the end of the term you are graduating to ensure it will be posted by the graduation clearance deadline.

____ I understand the transfer transcript policy.

Remaining courses and semester you plan to enroll:

FALL

SPRING

SUMMER

To confirm that all degree requirements have been met, please read the University and MCEE graduation requirements in the OU Catalog.

I have read and completed this form as accurately as possible.

Student Signature: _____

Date: _____

***** (Office Use Only) *****

Date record checked: _____ Advisor: _____ Date of student notification: _____

Degree hours: _____ Completed: _____ Enrolled: _____ Remaining: _____ Sr Inst. hours: _____/60 E&E hours: _____/48

Major GPA: _____ UD Gen-Ed: _____

OU GPA: _____ Foreign Lang.: _____

Comb. GPA: _____ Grid Issues: _____

Comments:

Mewbourne College of Earth and Energy

Graduation Checklist

Follow These Steps To Assure Timely Graduation:

- ___ Complete your Graduation Check **a year prior** to when you estimate you will graduate.
Submit to Student Services: SEC P119 or email: ceestudentservices@ou.edu
- ___ Complete your OU Application for Graduation **your final semester of enrollment** on ONE > Academics Tab > click “Apply for graduation”
Application Deadlines: SPRING – Feb. 15 SUMMER – June 1 FALL – Sept. 15
Your diploma will be mailed to the address you provide on the application but you can update it later by contacting Academic Records at 405-325-4147.
- ___ Check your OU email on a regular basis.
Your Graduation Check results will be sent to you.
The MCEE graduation information will be sent to you this way.
- ___ Watch for Graduation Gear-Up
This is where you can purchase your regalia (cap, gown, tassel, and MS or PhD hoods).
Other graduation materials such as invitations and class rings can also be purchased.
After Graduation Gear-Up, the University Bookstore will have the regalia.
- ___ All work must be completed by the last day of finals.
This includes incomplete grades, grade changes, or other changes to the academic record required for graduation.
- ___ Official transcripts should be submitted to OU Admissions within ten business days after the last day of finals to be processed for that term’s graduation clearance deadline.
- ___ All fees and charges must be paid to the Bursar’s Office prior to the posting of the degree.

If your graduation plans should change or you have questions concerning graduation, please contact MCEE Student Services Center at (405) 325-4005.