Applying to Graduate

In addition to departmental requirements provided elsewhere in this catalog, the requirements for graduation from Idaho State University are in several broad categories, each of which is detailed below:

1) Graduation Application
2) Credit Requirements
3) Catalog Requirements
4) Grade Requirements

Degrees, diplomas, or certificates may not be granted unless all requirements are fulfilled. A certificate or degree awarded in error, or upon fraudulent claims, will be withdrawn immediately and the student record corrected accordingly.

Graduation Application
Students planning to graduate should complete a graduation application no less than one semester before all requirements are completed.

Graduation applications for December and May candidates will not be accepted after mid term week of the student’s graduation semester.

Graduation applications for August candidates will not be accepted after the last day of spring semester.

Students will be notified by the Registrar’s Office of any university course or credit deficiencies. Students must consult their advisors about departmental requirements. The graduation application must be approved by the student’s major department chairperson and/or the college dean before the degree will be granted.

How To Apply

Academic Undergraduate Students
• On-line: https://bengalweb.isu.edu

College of Technology Students
• In person: Student Services Office, located in the RFC Building, Room 184, at (208) 282-2622
• On-line: https://bengalweb.isu.edu

Graduate Students
• On-line: http://www.isu.edu/graduate

Graduation/Processing Fee
Both undergraduate and graduate students are required to pay a $20.00 graduation/processing fee for each degree application.

Payment Options
• Pay by credit card at https://bengalweb.isu.edu
• Pay in person:

**Academic students:**
Student Financial Services
Administration Building, 3rd floor
(208) 282-3000

**College of Technology students:**
contact the Student Services Office (http://www.isu.edu/ctech/studentservices)

Additional Deadlines

Transfer Work
• All pending transfer work must be reported to the ISU graduation staff in the Office of the Registrar.
• Official transcripts with transfer work (including correspondence courses) must be received no later than two weeks after the date of graduation.

Incomplete Grades
• All incomplete (I) or in-progress (IP) grades received in ISU courses must be cleared prior to awarding of degrees.
• Change of grade forms must be received in the Office of the Registrar no later than two weeks after the date of graduation.

Additional Information Website:
http://isu.edu/registrar/graduation-application/