



Graduation Checklist

Apply to Graduate: File an ITG on myUCF by the deadline

- 1 ITG per program that you're planning to earn
- Check Your UCF Email for ITG Confirmation Email
- Complete Graduate Exit Surveys

Completing Final Milestones

- Passing Final Semester Courses
- Checklists/Holds (can't receive credential with a hold)
- Thesis/Dissertation Milestones (Defense, Format, Submission)
- Pending Status

Getting ready for Commencement (Master's, Doctoral, and Specialist only)

- Prepare for Ticket Pick Up
- Order Regalia
- Review Commencement website

Receiving Your Credential: Check for email from Parchment

- Claim Your Credential (Diploma, Certificate)
- Download Credential
- Check Mail 6-8 weeks for physical diploma

What to do in your final semester

- Successfully complete the courses required for the completion of your degree.
- Regularly connect with your academic advisor to review your Intent to Graduate status.
- Monitor your Knights email to ensure you are reviewing all necessary information.
- Order your cap and gown.
- View commencement details at www.ucf.edu/graduation