



Office of the Registrar
University of Massachusetts Boston
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Undergraduate Graduation Checklist

Graduation is completing your academic requirements, having your degree conferred, and receiving your diploma. *Applying for graduation is the only way to let the Registrar's Office know that you are finishing your requirements so we can review your academic requirements and award your degree.*

Use this checklist to ensure you stay on track for graduation. Meet with your Advisor(s) to review your degree audit and decide which semester (Spring – May 31, Summer – August 31, Fall – December 31) you will complete the requirements listed below:

- Earn at least 120 credits with a minimum grade point average (GPA) of 2.0 (*these are minimums, check with your college for specific requirements*);
- Meet all program requirements listed on your [degree audit](#);
- Pass the Writing Proficiency Exam (*if applicable*);
- Complete in-progress transfer courses/exams & order transcripts to the Registrar's Office;
- Final, INC, Y, and blank grades resolved and submitted.

Once you know your graduation term, apply for graduation in [WISER](#) by the deadlines posted on the [Academic Calendar](#) ([visit our IT Knowledge base for video and written instructions on how to apply for graduation](#)).

- Applying for graduation generates the one-time, mandatory \$200 Graduation Processing Fee. The fee will be added to the bill for the term you apply for (*if you applied for the current term, check your bill in a few days!*).
- Verify your name: [view & update your Diploma name in WISER](#).
- Verify your address: [view & update your Diploma address in WISER](#).
- You can review your graduation status in WISER at any time under *My Academics > Graduation > View my graduation status*.

If you have questions about the graduation process or your degree audit, please email ugrad@umb.edu or call us at 617-287-6200 and ask for the Undergrad Graduation Team.