SPRING 2015  Kinesiology Undergraduate Graduation Application Guidelines:

1. **Friday, February 20, 2015** is the deadline for undergraduate students to apply for January 2015 Graduation. Review your DARS report and ASE to ensure GE and University graduation requirements have been met. If you need assistance, see a General Education Advisor in the University Advising Center, Adm. 212 or at the CHSS Student Resource Center, HSS 239, to insure that you have completed all GE and University Graduation Requirements.

2. Application and related information are available from the SFSU Website: [http://www.sfsu.edu/~admisrec/reg/ga.htm](http://www.sfsu.edu/~admisrec/reg/ga.htm). You must complete **University Exit Survey to proceed with the online application form for graduation.** When completing the application for graduation online form, list courses as they appear on the degree requirement handouts or the department website: [http://kin.sfsu.edu/currenstudents](http://kin.sfsu.edu/currenstudents).

   (1) Pre-requisite courses (e.g., BIOL 100, BIOL 328, MATH 124, KIN 250, etc)
   (2) Core requirements (e.g., KIN 330, KIN 384, KIN 480, etc.)
   (3) Concentration requirements (e.g., KIN 482, KIN 483, KIN 485, etc.)
   (4) One (from Fall 2011) or Three (prior to Fall 2011) activity/skill courses. *If you have taken required courses at other institution(s) including Junior colleges, list course prefixes and numbers from corresponding institution(s).*

3. **Complete a Kinesiology Department Exit Survey**, (even if you previously applied and completed a department exit survey). Kinesiology Department Exit Survey is online at [https://www.surveymonkey.com/s/kinsurvey](https://www.surveymonkey.com/s/kinsurvey). After finishing the survey, before clicking **DONE**, print that current page.

4. Have your assigned advisor **review** and **sign** your application. You must have **approved course substitution form(s)** if you have substituted any required courses at the time of appointment with your advisor.

5. After your advisor has signed your application, make an appointment with Dr. Kim or Dr. Lee at **Gym 101 or by phone (338-2244)** to sign off on your application. You must have your **Dept. Exit Survey** page, **approved course substitution form(s)**, if any, with you at the time of appointment.

6. Bring your signed application and your **Dept. Exit Survey** page and **approved course substitution form(s)** to Gym 137.

7. Pay the $100 application fee at the Cashier’s Office in the Adm. Bldg. or at the Student Services Bldg. (One Stop Center) and submit your application to Registrar (One Stop Center) on or before **February 20th** at 5pm.

   Exercise Science and Physical Education majors **must** show proof of CPR certification.