Apply to Graduate Process Through WebROCK

1. Log into WebROCK
2. Click the “Student Records” link

3. Within the Student Records screen, select the “Apply to Graduate” link.

4. This will take you to the Curriculum Selection screen. To be able to select your curriculum, you must click the “Term Selection” link at the bottom of the page.
5. Select the term in which you would like to apply to have your degree conferred. For example, if you are applying for the December 30, 2017 conferral you would select the “Fall 2017 (Sep-Dec)” option, because you will be conferred at the end of this term.

6. Select the degree you are applying to graduate with

7. Select your preferred graduation date from the drop down menu. Please note that if the date you are trying to apply for is not listed on the menu, you may have missed the deadline for that conferral. A list of deadlines for each conferral date is available in the FAQ section below.

- If you have any questions regarding this process, please contact the appropriate department at gsc.graduation@granite.edu.
FAQs:

When will I be able to apply to graduate through WebROCK?

Students are able to apply to graduate through WebROCK when they are within 8 credits of meeting their degree requirements. Attempting to submit your intent before this time will result in an error message stating that you have not met the graduation requirements.

What are the graduation requirements?

To graduate from a Granite State College undergraduate degree program students must:

1. Earn an overall 2.0 cumulative grade point average.
2. Earn grades of C or better for all General Education courses taken at GSC.
3. Earn grades of C or better for course work or other approved learning experiences taken as part of the concentration or major.
4. Meet all curriculum and residency requirements.

What are the deadlines to apply to graduate?

June 29th for June 30th conferral
*Anyone who intends to attend the annual commencement ceremony held in June each year must apply to graduate by April 1st*
August 31st for September 30th conferral
December 8th for December 30th conferral
March 30th for March 30th conferral

What happens if I miss the deadline to apply to graduate?

If you miss a deadline, you are welcome to apply for the next available conferral date. If you need to provide proof that you have completed your degree requirements prior to receiving your diploma you may submit a Request for Letter of Completion to the Registrar’s Office. Contact your local campus or visit my.granite.edu to obtain this form.

Will I be charged a conferral fee?

A standard conferral fee of $100 for Undergraduate and $150 for Master’s degree candidates is required for all students. Payment arrangements can be made with the Student Accounts office at (603) 513-1330 or student.accounts@granite.edu.

What happens after I submit my intent to graduate?

After you submit your intent to graduate you should log into WebROCK and run a degree evaluation to ensure that you have registered for the remaining courses in your degree program. Please contact your academic coach with any questions.

What happens if I do not meet my degree requirements by the conferral date I applied for?

If you are unable to meet your degree requirements by the conferral date you have applied for, your conferral date will be moved one time as a courtesy. Your new conferral date will be based on the credits remaining in your program. IMPORTANT: If you do not meet your degree requirements for a second time, your existing application to graduate will be terminated. You will then need to submit a new application to graduate, which will include a second conferral fee being charged to your account.

When will I receive my diploma?

Your diploma will be mailed 4-6 weeks after your conferral date. We allow for this time to receive grades for the previous term, and to complete all final degree audits for graduating students.
When will my conferral appear on my official transcript?

Your conferral will appear on your official academic transcript 4-6 weeks after your conferral date.

Will my minor appear on my diploma?

Granite State College diplomas do not display minors. Please note that your academic transcript will show all concentrations and minors, and in the event that you would like to indicate your specialty to an employer or academic institution you may submit this official document as proof. Transcripts may be requested through WebROCK.