

CHECKLIST FOR GRADUATION

This checklist applies to students who began the MA Urban Affairs program **by Fall 2016 or later**. If you started our program before Fall 2016, please check in with the Graduate Advisor.

Course requirements:

- At least 30 graduate credits in Urban Affairs
- 3.0 GPA or higher
- Four Required Courses:
 - URBST 705
 - Two of the following three courses:
 - URBST 706
 - URBST 718
 - URBST 724
 - One of the following three courses:
 - URBST 725
 - URBST 732
 - URBST 751

Final Project:

- Approval by MA Advisor or designated Faculty advisor of the Proposal for Final Project.
- (Optional but strongly recommended) Take URBST 791 (offered every spring) as an elective once you have an approved Proposal because this class is structured to help students write their Final Project papers.
- Approval by MA Advisor or designated Faculty advisor of your Final Project no later than the final day of the semester for which you have applied for graduation.

Important Graduation Info & Steps:

- Active Matriculation:** You must be **actively matriculated in the semester that you are planning to graduate**. This means that you must be enrolled in at least one class OR that you have filed a [Maintenance of Matriculation](#) form for this semester.
- No Active Holds** on your account. If you have any holds, please contact the appropriate office.
- Apply for graduation on CUNY First ([instructions](#))** by the [required deadlines](#). If you miss the deadline, then contact the QC Hub to apply for a late graduation but this is not guaranteed to be allowed.
 - **Spring Commencement:** To participate in Spring [commencement](#) and to have your name listed in the commencement booklet, you must apply for graduation by the [required deadlines](#).
 - **Eligible students:** Summer (unless you participated in the prior commencement), Fall, Winter, and Spring (if applied by deadline) graduates of the current college calendar year.
 - **Summer graduates & Spring Commencement:** Students who plan to graduate the summer right after Spring commencement can participate in Spring commence if they apply for Summer graduation by the [deadline](#) (read carefully!) that the Registrar provides.

What happens after I apply for graduation (how is my degree verified and when do I get my diploma?):

Please carefully read about the [series of steps](#) of how the Registrar audits your student file to make sure that you have successfully completed your degree and are allowed to graduate. This webpage also tells you when to expect your diploma and other very important information.