

# Graduation Checklist

## Spring 2026

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Students must meet the following requirements in order to receive a degree and/or certificate in the desired program of study.

### Academic Requirements

Complete all academic requirements for the selected degree/certificate program.

### GPA Requirements

An overall Grade Point Average (GPA) of 2.0 is required for degree and certificate programs with the exception of an Associate of Science in Teaching (AST).

Students seeking an AST degree must have an overall GPA of 2.75.

Only college-level courses taken at Walters State are computed in the GPA for graduation.

### Degree Specific Requirements:

#### AST Majors:

Successfully complete the Praxis and complete the Index of Suitability by Wednesday, April 8, 2026.

For more information, contact:  
Division of Behavioral and Social Sciences  
423.585.2633

#### Business Majors:

Take Business Exit Exam by Wednesday, April 8, 2026.

For details, contact:  
Division of Business and Technical Education  
423.585.6972

#### Computer Information Technology Majors:

Take Computer Information Technology Exit Exam by Wednesday, April 8, 2026.

For details, contact:  
Computer Information Technology Department  
423.585.2644 or cit@ws.edu

### Clear All Holds

All Holds (financial, missing items, traffic citations, etc.) on student accounts must be resolved before graduation.

View details in your MyWS account or contact the office that placed the hold on your account for more information.

### Advisor

See your academic advisor for inquiries regarding course substitutions.  
*if applicable*

### Submit Cap & Gown Form

If you plan to participate in the commencement ceremony, complete the electronic Cap & Gown Order Form by Wednesday, March 18, 2026. A link to the form will be sent to your Walters State email address by the end of February. Late orders received after the deadline will be moved to next semester's Commencement.

### Cap & Gown Distribution Begins

Wednesday, April 8, 2026, at all campuses, 8 a.m. - 4:30 p.m. Caps & Gowns will be delivered to the campus you selected on your order form.

### Attend Commencement (optional)

Great Smoky Mountains Expo Center, White Pine  
Health & Science Commencement Ceremony  
Thursday, May 7, 2026, 4:30 p.m.

General Commencement Ceremony  
Thursday, May 7, 2026, 7:30 p.m.

### Diploma Distribution Begins

Wednesday, July 8, 2026, at all campuses, 8 a.m. - 4:30 p.m.

***If you are unable to complete all of these requirements by the end of the semester, you will need to reapply for graduation for a subsequent semester.***

[ws.edu/student-services/records/graduation/](https://ws.edu/student-services/records/graduation/)

### Student Records Office

Room U-127

Student Services Building

423.585.2692

Graduation@ws.edu