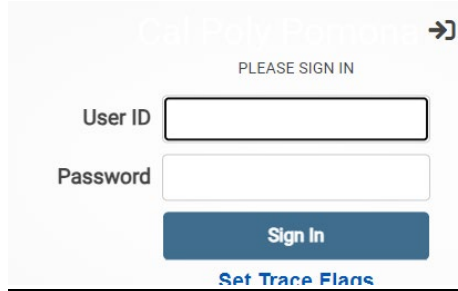
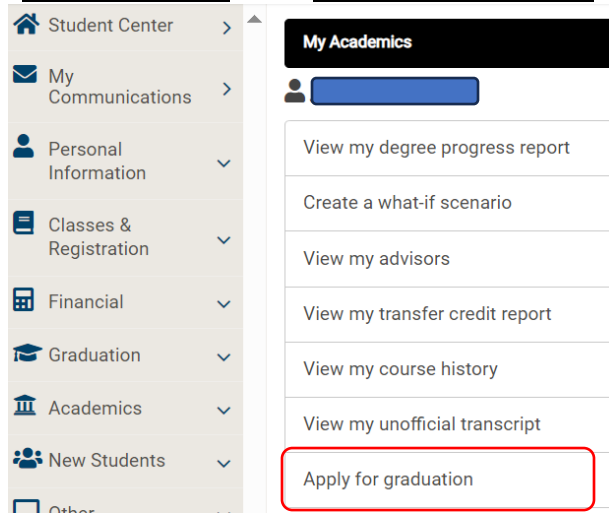


How to Apply for Graduation Online via Bronco Direct

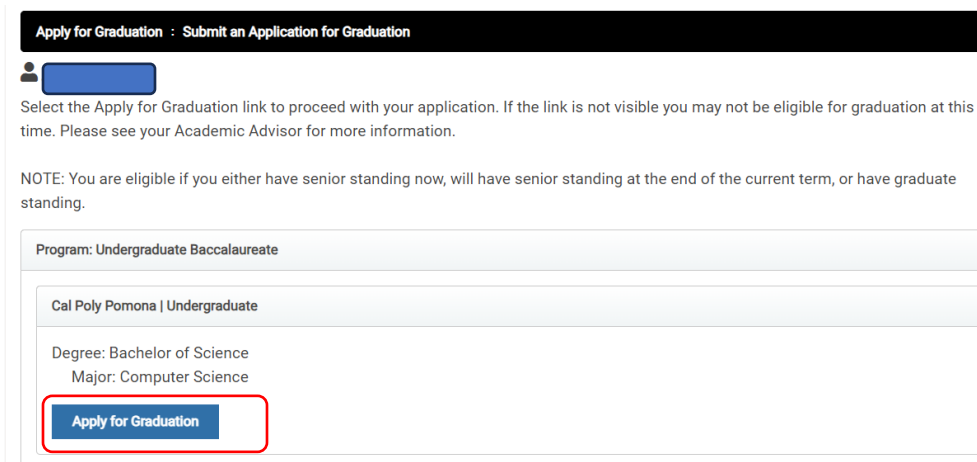
- Log into **BroncoDirect Student Center** using your Bronco ID and password.



- In the Student Center, under **My Academics**, select **Apply for Graduation**



- Click on the **Apply for Graduation** link



- You must meet the following requirements to be eligible to apply for graduation:
 - **Undergraduate Students**
To be eligible for the graduation application link, students must meet the following criteria:
 - 1) At least 85 earned units
 - 2) Cumulative GPA of 1.85 or higher
 - 3) No more than 36 units remaining toward your degree requirements.

- **Graduate Students**
 - graduate standing based on your completed units at the beginning of the current term.
 - In unconditional status
 - Minimum units earned: 9
 - Minimum GPA: 2.75
- If you are not eligible for graduation at this time, the “**Apply for Graduation**” link will not be visible. Contact **the Bronco Advising Center** at bac@cpp.edu if you need assistance or the Registrar’s Office at registrar@cpp.edu for more information.

- Click on **Expected Graduation Term** drop down menu, select the **Term of Graduation**
 - If this is not the correct program, click on **Select Different Program**

Graduation Instructions

Degree: Bachelor of Science
Major: Computer Science

Expected Graduation Term Spring Semester 2025 ▾

Complete this graduation application ONLY if you will be completing ALL degree requirements at the end of the Spring 2025 term. You will receive confirmation of this application via email. Please continue to check your CPP email for additional communications on the status of your application.

Select a valid term to apply for graduation by selecting a value from the dropdown. Only terms in which you are able to apply for graduation will be displayed.

Program: Undergraduate Baccalaureate

Cal Poly Pomona | Undergraduate

Degree: Bachelor of Science
Major: Computer Science

Expected Graduation Term select term ... ▾

Select

Spring Semester 2025

select term ...

Select Different Program
Continue

Graduation Instructions

Complete this graduation application ONLY if you will be finishing ALL degree requirements by the end of the Spring 2026 Semester.

Eligibility Criteria:
 --You must have earned at least 85 units.
 --You must have a minimum Cumulative GPA of 1.85.
 --You should have fewer than 30 units remaining to complete your degree, or have achieved graduate standing based on your completed units at the beginning of the current term.

Once you submit your application, you will receive a confirmation via email. Please continue to monitor your CPP email for updates and further communications regarding the status of your application.

Graduation Fee:
 A \$125 non-refundable graduation fee will be posted to your BroncoDirect account within 1 business day of submitting your application.

To make the payment:
 -Log in to your Student Center in BroncoDirect.
 -In the Finances section, click on the "Make A Payment" button.
 -Select "Graduation Fees" from the list of items.
 -Be sure to select the correct semester that corresponds with your graduation application.

NAME ON DIPLOMA:
 If you wish to have your diploma display a first and middle name that is different than what is listed on your Primary Name, you may submit a request for a Diploma/Affirmed Name through BroncoDirect. The Diploma/Affirmed Name request will be reviewed and you will be notified once it has been approved or denied. If a Diploma/Affirmed Name is not found in your records within 9 days of this email being sent, then your diploma will display your Primary Name.
 --The Diploma/Affirmed Name only allows for first and middle name changes to be requested. If you wish to update your last name or any other legal name changes, please submit a Change of Information Form to update your Primary Name. The Change of Information Form can be found on our Forms website along with instructions for submission.
 --Any further questions may be directed to diplomas@cpp.edu.

For more information about the graduation process, please visit the Registrar’s Office website:
 Applying for Graduation - Registrar’s Office: <https://www.cpp.edu/registrar/graduation/applying-for-graduation.shtml>

- Click on **Continue**

Select Different Program
Continue

- Check information to ensure accuracy, click on **Submit Application**

Program: Undergraduate Baccalaureate

Cal Poly Pomona | Undergraduate

Graduation Instructions

Degree: Bachelor of Science
Major: Computer Science

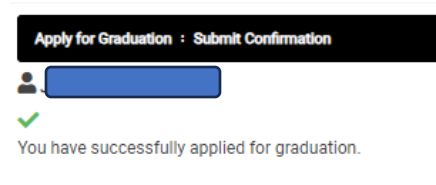
Expected Graduation Term Spring Semester 2025

Complete this graduation application ONLY if you will be completing ALL degree requirements at the end of the Spring 2025 term. You will receive confirmation of this application via email. Please continue to check your CPP email for additional communications on the status of your application.

Graduation Application Fee:
The \$59 graduation application fee will be charged to your student account after the initial review of your application. For Spring 2025 graduation applications, initial reviews will begin on March 1, 2025. Once your graduation application has been reviewed, you will receive a communication about your status and the fee will post within a few days. To make the payment, log into your Student Center in BroncoDirect. In the Finances section, click the "Make A Payment" button, select "Graduation Fees" from the list of items, and pay the fee. Be sure to select the correct semester associated with your graduation application.

Select Different Program Select Different Term **Submit Application**

- **Confirmation**



- A notification will be sent to your cpp.edu email inbox of the next step. Check your cpp.edu email inbox regularly for degree checkout status update.
- **Visit the Registrar's Office for more information on applying for graduation.**
<https://www.cpp.edu/registrar/graduation/applying-for-graduation.shtml>