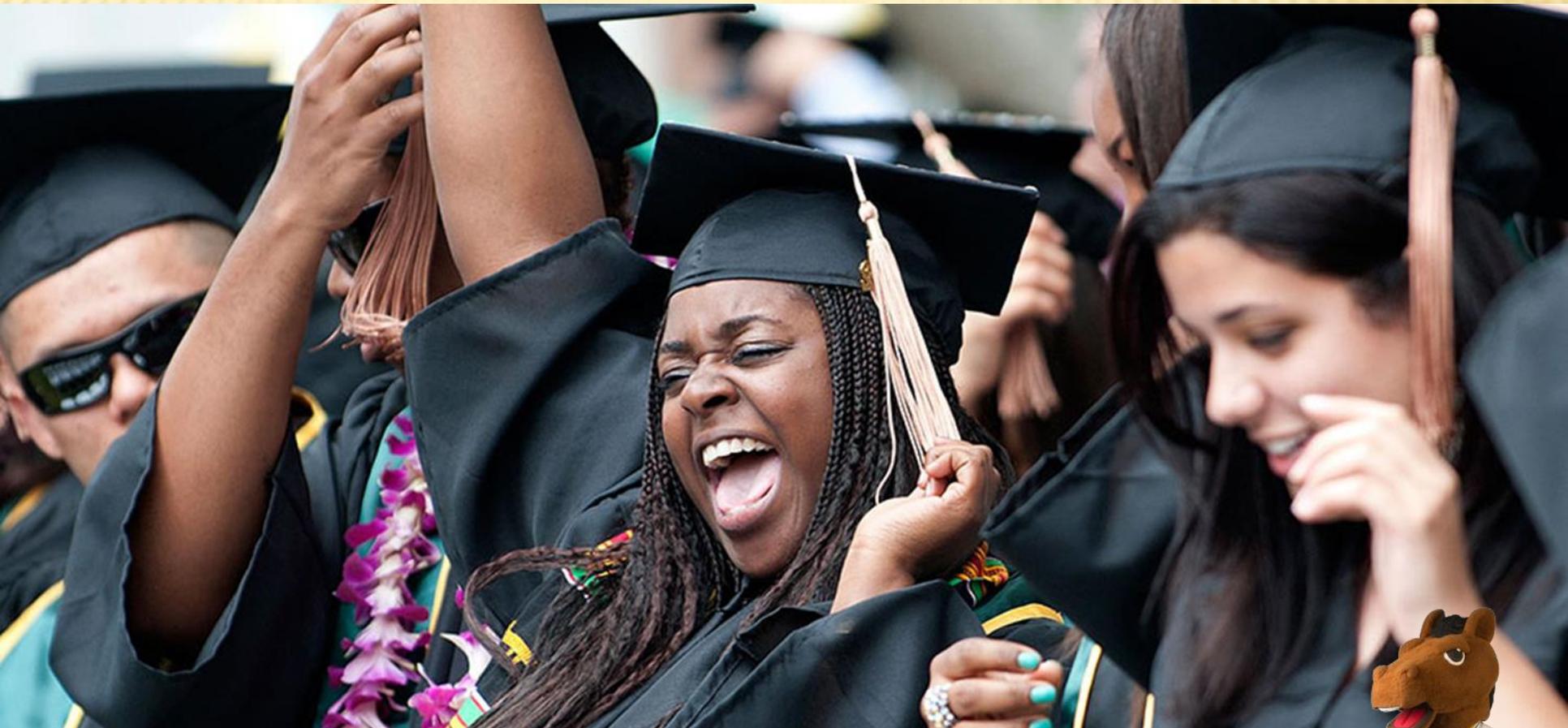


Winter 2013

READY, SET, GRADUATE! WORKSHOPS

UNDERSTANDING THE PROCESS OF APPLYING TO GRADUATE



The Registrar's Office



PROJECT DESCRIPTION

Problem:

Students do not have a clear understanding of the graduation and commencement process.

Response:

The creation of Ready, Set, Graduate!



LEARNING OUTCOMES

- ✘ Students will understand the graduation application process.
- ✘ Students will understand the difference between a graduation check and applying for graduation.
- ✘ Students will understand the difference between graduating and attending commencement.



ASSESSMENT METHODS

- ✘ Implemented a Pre & Post Assessment
 - + Pre-Assessment at the beginning of each session. Collected before the start of each presentation.
 - ✘ 10 forced-choice questions that measured their knowledge around graduation requirements, the graduation application process and commencement
 - + Post-Assessment was sent out to each participant through CampusLabs Baseline
 - ✘ The same 10 forced-choice questions plus 5 additional questions (4 demographic & 1 on marketing)



PRE-ASSESSMENT FINDINGS

Results:

441 Attended the workshop

426 Responded to the Pre-Assessment

97% Response Rate

Demographics:

- + 38 Juniors
- + 403 Seniors
- + 8 Undetermined (Possibly Masters or Staff/Faculty)
- + 175 Male & 274 Female



Pre-Assessment Questions	#Correct	#Wrong	Percentage Correct	Percentage Wrong
How do you apply for graduation?	358	68	0.84	0.16
When do you apply for graduation?	365	67	0.86	0.16
I need to request a graduation check from my Transfer & Graduation Advisor when I am close to graduating.	163	263	0.38	0.62
What is a Graduation Check?	217	208	0.51	0.49
I may reuse my graduation application and not have to pay another \$55 if I need to graduate at a later time.	347	79	0.81	0.19
The \$55 I paid for early commencement participation will be applied to my graduation application fee.	174	252	0.41	0.59
I may participate in commencement even if I am not done with my coursework.	369	57	0.87	0.13
When I submit my graduation application, I may enroll in courses for the quarter immediately after my expected date of graduation.	183	243	0.43	0.57
My diploma will be sent to me automatically.	252	174	0.59	0.41

POST-ASSESSMENT FINDINGS

441 Attended the workshop

236 Responded to the Post-Assessment

54% Response Rate

Demographics:

- + 3 Juniors
- + 229 Seniors
- + 4 Masters
- + 52% Applied to graduate

The opportunity drawing helped with the response rate.
The Commencement Committee donated a free cap & gown.



Post-Assessment Questions	#Correct	#Wrong	Percentage Correct	Percentage Wrong
How do you apply for graduation?	225	6	0.95	0.03
When do you apply for graduation?	229	7	0.97	0.03
I need to request a graduation check from my Transfer & Graduation Advisor when I am close to graduating.	144	87	0.61	0.37
What is a Graduation Check?	190	41	0.81	0.17
I may reuse my graduation application and not have to pay another \$55 if I need to graduate at a later time.	221	4	0.94	0.02
The \$55 I paid for early commencement participation will be applied to my graduation application fee.	159	66	0.67	0.28
I may participate in commencement even if I am not done with my coursework.	213	12	0.90	0.05
When I submit my graduation application, I may enroll in courses for the quarter immediately after my expected date of graduation.	178	47	0.75	0.20
My diploma will be sent to me automatically.	183	42	0.78	0.18

PRE & POST COMPARISON

- ✘ The number of correct answers went up significantly after the workshop.
 - + 93% of the participants felt the workshop answered their questions about graduation and commencement
- ✘ Areas of strength:
 - + How & when to apply for graduation
 - + Application fee - must pay each time
- ✘ Areas of weakness:
 - + Understanding the process of the Graduation Check
 - + Early Commencement Participation
 - ✘ Application fees
- ✘ Areas with some confusion:
 - + What happens after the applying for graduation
 - ✘ Registration hold
 - ✘ Diploma delivery



Cal Poly Pomona – 2013 TLG Assessment Presentation

Questions	Pre-Assessment Percentage Correct	Post-Assessment Percentage Correct	Pre-Assessment Percentage Wrong	Post-Assessment Percentage Wrong	Decrease in Percentage
How do you apply for graduation?	0.84	0.95	0.16	0.03	13%
When do you apply for graduation?	0.86	0.97	0.16	0.03	13%
I need to request a graduation check from my Transfer & Graduation Advisor when I am close to graduating.	0.38	★ 0.61	0.62	0.37	25%
What is a Graduation Check?	0.51	0.81	0.49	0.17	32%
I may reuse my graduation application and not have to pay another \$55 if I need to graduate at a later time.	0.81	0.94	0.19	0.02	17%
The \$55 I paid for early commencement participation will be applied to my graduation application fee.	0.41	★ 0.67	0.59	0.28	17%
I may participate in commencement even if I am not done with my coursework.	0.87	0.90	0.13	0.05	8%
When I submit my graduation application, I may enroll in courses for the quarter immediately after my expected date of graduation.	0.43	★ 0.75	0.57	0.20	37%
My diploma will be sent to me automatically.	0.59	0.78 ★	0.41	0.18	23%

UNDERSTANDING THE GRADUATION APPLICATION PROCESS

Pre-Assessment	Strongly Agree	Agree	Disagree	Strongly Disagree
I understand the graduation application process.	19	135	173	69

Post-Assessment	Strongly Agree	Agree	Disagree	Strongly Disagree	Neither Agree or disagree
I understand the graduation application process	116	84	5	3	17

IMPLICATIONS FOR PRACTICE

- ✘ Overall, students' knowledge gap decreased after the workshop.
 - + However, we can work on clarifying and expanding on certain sections where we did not see a significant growth in learning.
 - ✘ Preparing to Graduate – Self-assessment
 - ✘ Process of the Graduation Check
 - ✘ Process of Early Commencement Participation
 - ✘ Process after applying for Graduation
- ✘ Overwhelming response to the workshops
 - + Increase the number of workshops and classroom size
 - + Create an online video and/or tutorial



PUTTING OUR FINDINGS TO PRACTICE

- ✘ Offering Fall (2), Winter (2) and Spring (3) workshops in larger size rooms (Ursa Major/Minor)
- ✘ Developed a partnership with ASI
- ✘ Enhanced the presentation to include more information on the processes
- ✘ Adjusted the pre/post assessment to eliminate trick questions and to assess for higher level learning
- ✘ Contacted Karen L. Brzoska with I&IT and received support to create a online version of the workshop



QUESTIONS OR FEEDBACK?



The Registrar's Office

