



ECONOMICS GRADUATION APPLICATION

WHAT YOU NEED TO DO ...

- Go to “My Student Center,” and under “Academics,” go to the “other academic...” pull-down menu box and choose “Apply for Graduation;” Follow steps specified
- Complete Graduation Application form (found online by going to the Registrar’s website: <http://registrar.sfsu.edu/graduation> **Must complete Exit Survey to access form**)
- Fill out the GENERAL applic. form, print and sign
- Pick up your yellow Advising Folder and Faculty Office Hours sheet from HSS 142
- See a Faculty Advisor and have application reviewed and signed (also bring DPR and unofficial transcript)
- Bring application form to HSS 142 for Department Chair’s signature
- Once the application has been signed by the Chair, pay the \$100 application fee at the Bursars’ Office, then submit application form to the Registrar’s Office

ECONOMICS DEPARTMENT (HSS 142)

Office Hours

Monday through Friday
8:30 am - 5:00 pm

REGISTRAR’S OFFICE ONE-STOP HOURS (SSB 103)

Regular Hours:

Monday through Friday
8:30 am – 5:00 pm

BURSAR’S OFFICE HOURS (ADM, 1ST FL. OR SSB, 1ST FL.)

Office Hours

Monday through Friday
8:30 am – 5:00 pm

Cash or check accepted in person.

Payments may be made online by electronic check (NO fee) or credit card (MasterCard, VISA, American Express and Discover) through [SF State Gateway](#). Credit cards are accepted with a 2.75% un-refundable service fee retained by our third-party credit card service provider.

APPLICATION DEADLINES

FALL 2019: SEPTEMBER 27, 2019

SPRING 2020: FEBRUARY 21, 2020

SUMMER 2020: JULY 10, 2020

(SU20 ATTENDING COMMENCEMENT: MARCH 13, 2020)