



GRADUATION CHECKLIST

When	What
<input type="checkbox"/> June 5	Review PAR with advisor for academic concerns
<input type="checkbox"/> June 15	Apply for graduation (non-refundable \$75.00 fee) AFTER this date LATE FEE will be added
<input type="checkbox"/> June 16 - August 9	Submit late graduation application (\$75 + \$40 late fee) Total \$115 (non-refundable)
<input type="checkbox"/> June 30	Commencement registration OPENS on Tassel
<input type="checkbox"/> July 19	Commencement registration CLOSES on Tassel
<input type="checkbox"/> August 1	Verify diploma name & diploma mailing address at <i>myUTTyler</i> Reset Patriot Email Password
<input type="checkbox"/> August 9	Conferral date
<input type="checkbox"/> August 13	Degree conferral processing starts (allow 30 days)
<input type="checkbox"/> August 29	Graduation application withdrawal, if applicable
<input type="checkbox"/> 4 PM, September 8	Deadline to: <ul style="list-style-type: none"> • Submit external transcript to processing@uttyler.edu • Resolve incomplete/in progress grades • Clear account holds (financial holds)
<input type="checkbox"/> September - October	Check Patriot email for diploma status and set up your Parchment Portal
<input type="checkbox"/> October - January	Monitor diploma status via Parchment

For any questions, please contact us at:
graduation@uttyler.edu

To visit the commencement website,
please scan the QR code or visit:
uttyler.edu/commencement





COMMENCEMENT CHECKLIST

What	When	Where
<input type="checkbox"/> Order doctoral regalia (purchase)	May 13 - June 26	UT Tyler Bookstore
<input type="checkbox"/> Order doctoral regalia (rental)	May 13 - July 22	UT Tyler Bookstore
<input type="checkbox"/> Order master & undergraduate regalia (online)	May 13 - July 15	Online
<input type="checkbox"/> Order master & undergraduate regalia	May 13 - August 9	In person at UT Tyler Bookstore
<input type="checkbox"/> Complete commencement registration, ceremony display & program name	July 19	Tassel
<input type="checkbox"/> Reserve tickets — Round 1	10 AM, July 9 11:59 PM, July 21	Tassel
<input type="checkbox"/> Reserve tickets — Round 2	10 AM, July 23 – 11:59 PM, July 30	Tassel
<input type="checkbox"/> Reserve tickets — Round 3	10 AM, August 1 - 2 PM, August 9	Tassel
<input type="checkbox"/> Attend commencement rehearsal (optional)	9 AM or 1 PM, August 5	R. Don Cowan Fine and Performing Arts Center
<input type="checkbox"/> Attend Summer 2025 commencement ceremonies	August 9	R. Don Cowan Fine and Performing Arts Center

COMMENCEMENT CEREMONY — R. Don Cowan Fine and Performing Arts Center

**SATURDAY,
AUGUST 9**

9 AM

- College of Arts and Sciences
- School of Health Professions
- School of Nursing

1 PM

- College of Education and Psychology
- College of Engineering
- Soules College of Business

For any questions, please contact us at:
graduation@uttyler.edu

To visit the commencement website, please scan the QR code or visit:
uttyler.edu/commencement

