

Department of Kinesiology Graduation Paperwork Deadlines & Processes

Process:

1. Complete the myplanner/my progress on sjsu one
2. Make sure you have the correct major listed and area of specialization on sjsu one
3. Go to CHHS SSC in MQH 533 – check your lower division work, grad school prereqs, int'l exp reqs
4. Complete KIN Dept grad form: typed, white paper, read the instructions, save on computer, print out hard copies

<http://www.sjsu.edu/kinesiology/forms/>

https://www.sjsu.edu/kinesiology/docs/Major_Form_Instructions.pdf

5. Complete the SJSU grad form (online or hard copy – make sure to note this on your KIN application if online)

https://www.sjsu.edu/registrar/docs/grad_app.pdf

6. Bring both forms (completed) to advisor office hours: hard copy and on computer.
7. Forms are signed by your advisor then dropped off at the KIN office, SPX 102, to be entered into the system. The Adv mgr will check for issues and return forms if items needs to be fixed (date checked is added). The UG coor will then do the same process (date checked is added). The forms are then sent CHHS and then to SJSU reg office. This process can take 1-2 months. All KIN grad forms are due 1 month prior to SJSU deadlines.

Deadlines

For Spring 2020 Graduation:

Complete Graduation Dept. Major Form & [University Graduation Application](#)*

Note: Completed major forms (approved and signed by advisor)

Deadline: Due to KIN Dept. (SPX 102), by 2/18/2019, 4:30pm., COB

Note: This is earlier than the university deadline.

Attn: Daniel Murphy

For Fall 2020 Graduation:

Complete Graduation Dept. Major Form & [University Graduation Application](#)*

Note: Completed major forms (approved and signed by advisor)

Deadline: Due to KIN Dept. (SPX 102), by 09/09/2019, 4:30pm., COB

Note: This is earlier than the university deadline.

Attn: Daniel Murphy

For Spring 2021 Graduation:

Complete Graduation Dept. Major Form & [University Graduation Application](#)*

Completed major forms (approved and signed by advisor)
Deadline: Due to KIN Dept. (SPX 102), by 2/18/2020, 4:30pm., COB
Note: This is earlier than the university deadline.
Attn: Daniel Murphy

For Fall 2021 Graduation:

Complete Graduation Dept. Major Form & [University Graduation Application](#)*
Note: Completed major forms (approved and signed by advisor)
Deadline: Due to KIN Dept. (SPX 102), by 9/09/2020, 4:30pm., COB
Note: This is earlier than the university deadline.
Attn: Daniel Murphy

For Spring 2022 Graduation:

Complete Graduation Dept. Major Form & [University Graduation Application](#)*
Completed major forms (approved and signed by advisor)
Deadline: Due to KIN Dept. (SPX 102), by 2/18/2021, 4:30pm., COB
Note: This is earlier than the university deadline.
Attn: Daniel Murphy