OFFICE OF THE DEAN OF STUDENTS

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The Office of the Dean of Students creates opportunities that increase access, allow for exploration of advocacy and privilege, and promote a welcoming campus climate. We foster individual strengths, self-exploration, community building and collaboration; encourage personal and academic success through self-advocacy, leadership and accountability; and equip the Cal Poly community with tools to become lifelong learners and global citizens.

Programs and services housed within the Office of the Dean of Students support student learning and service through:

- Helping students manage academic and nonacademic situations;
- Consulting extensively with faculty and staff on behalf of student concerns;
- Interpreting and assisting with understanding campus policies and procedures;
- Providing student centers, clubs and organizations to foster a healthy student life;
- Cultivating a caring, supportive campus and community environment;
- Engaging supporters meaningfully to enhance the student’s experience, and;
- Creating space for the celebration of great achievements and unity, culminating with commencement.

Student Rights and Responsibilities
Student Rights and Responsibilities (https://osrr.calpoly.edu/) administers the California State University Standards for Student Conduct. This ensures a fair and impartial administration of the disciplinary process while educating students about their responsibilities and protecting the rights of all members of the university community.

Student Support, Success and Retention
Student Support, Success and Retention (https://deanofstudents.calpoly.edu/sssr/) is responsible for ensuring students’ success by providing support, advocacy and follow-up services in collaboration with other university departments, individuals and stakeholders. It provides support to academic colleges by working directly with students, faculty and administration to reduce barriers to student success, collaborating with the colleges to establish meaningful campus support services, and by providing direct, early intervention in problem-solving to ensure retention and graduation.

Final Degree Conferral
When undergraduate students reach 72% or more of degree completion, as indicated on their Academic Progress Gauge on Poly Profile, the Office of the Registrar will assign an expected graduation term for them that is a full four years after their initial admit term, or one year away, whichever is greater. Transfer students will be given an expected graduation term that is three years after their initial admit term. Students will receive an email from the Evaluations Unit of the Office of the Registrar informing them that their expected grad term has been set. The expected graduation term can be viewed in the Student Center and Poly Profile.

Graduate (Master’s) students must submit a Graduate Application for Graduation Form to the Graduate Education Office at least two quarters prior to the anticipated term of degree completion.

The actual date of graduation (degree conferral) is the end of the quarter in which all requirements have been met. This date may differ from the student’s last quarter of enrollment (for example, a student who completes the Graduation Writing Requirement [GWR] or submits Senior Project for final grading after the last term of enrollment).

Graduating students receive one complimentary diploma. Additional diplomas may be ordered through The University Store. The diploma is not ordered until all degree requirements have been completed. The diploma is mailed to the student’s mailing address by the Evaluations Unit in the Office of the Registrar approximately three to four weeks after the degree has been conferred. It is the student’s responsibility to update their mailing address on the My Cal Poly Portal (https://myportal.calpoly.edu) prior to the end of the final quarter of enrollment, to ensure the receipt of their diploma.

Concentrations and minors are not noted on the diploma; they are noted on the transcript. Latin honors are noted on both the diploma and the transcript; the Distinction notation for Master’s students is noted on both the diploma and the transcript.

Once a degree has been awarded, subsequent revision or alteration of any transcript entry is permitted only for correction of proven error, as certified by the appropriate academic dean and the Registrar. No changes are made to the academic record 60 days following the degree conferral date.