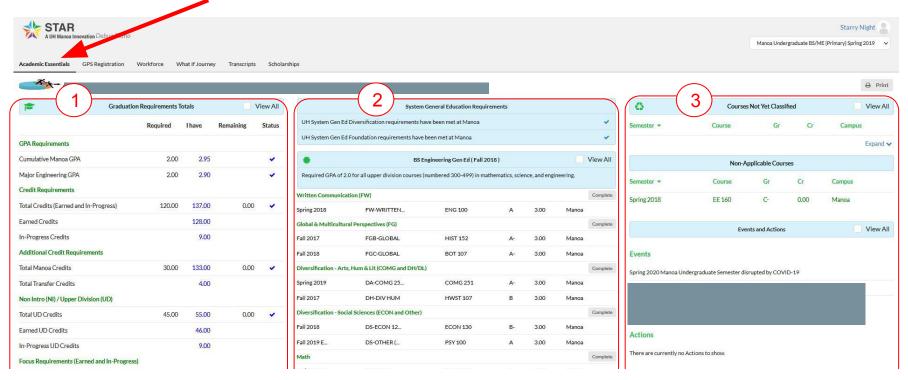


## **Graduation Check**

College of Engineering

### **Graduation Requirements**

Check STAR Academic Essentials Page for any red or missing requirements.

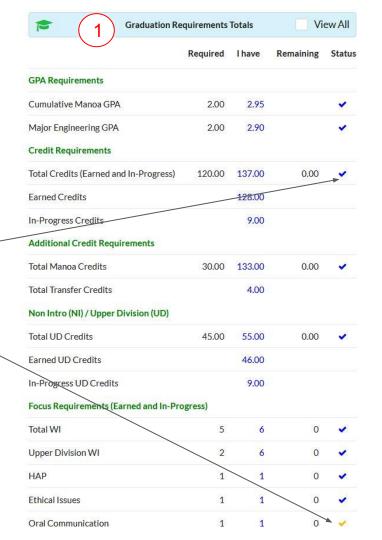


## 1st Column: Graduation Requirements Totals

Check STAR Academic Essentials Page for any red or missing requirements.

If all of the sections are showing as Completed (Grey/Blue) or Tentatively Complete (Yellow), then you are ready to graduate.

If there are any red or missing requirements like missing courses or low overall or major GPAs, then contact Director of Academic Affairs (DAA) right away.

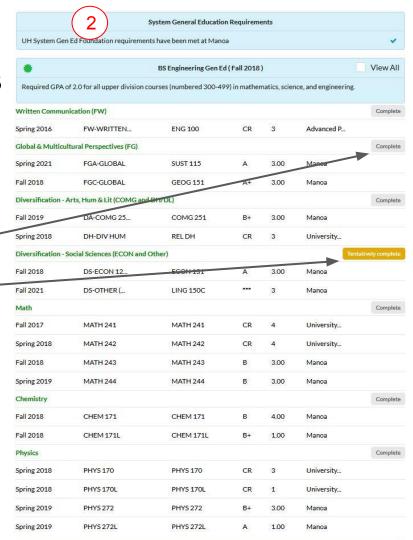


## 2nd Column: General Education Requirements

Check STAR Academic Essentials Page for any red or missing requirements.

If all of the sections are showing as Completed (Grey/Blue) or Tentatively Complete (Yellow), then you are ready to graduate.

If there are any **red** or missing requirements like missing courses or low overall or major GPAs, then contact Director of Academic Affairs (DAA) right away.



# 2nd Column cont'd: Major Requirements

Check STAR Academic Essentials Page for any red or missing requirements.

If all of the sections are showing as Completed (Grey/Blue) or Tentatively Complete (Yellow), then you are ready to graduate.

If there are any red or missing requirements like missing courses or low overall or major GPAs, then contact Director of Academic Affairs (DAA) right away.

CEE Senior					Incomplete
Fall 2021	CEE 489B	CEE 489B	***	2	Manoa
Fall 2021	CEE 489C	CEE 489C	***	1	Manoa
Fall 2021	CEE 455	CEE 455	59.e.s	3	Manoa



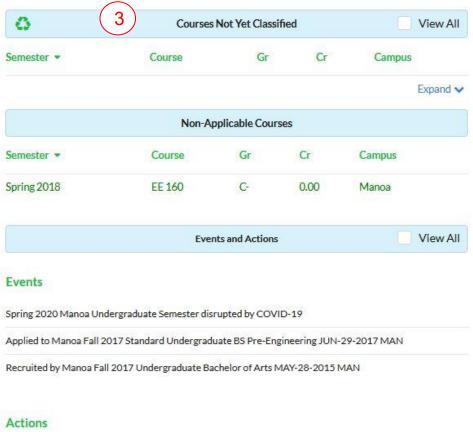
Required 2.0 GPA for all upper division (300+) mathematics, sciences, and engineering courses. See Bachelor Degree Program. Sheets for more info.

ME Lower					Comple
Fall 2018	CEE 270	CEE 270	CR	3	U of Hawai
Fall 2018	EE 211	EE 211	CR	4	U of Hawai
Fall 2019	ME 213	ME 213	CR	3	U of Hawai
Spring 2019	PHYS 274	PHYS 274	CR	3	U of Hawai
Fall 2016	EE 160/EE	EE 160	CR	3	U of Hawai
Summer 2019	CEE 271/ME	CEE 271	Α	3.00	Manoa
ME Upper 300-Level	ì				Comple
Fall 2019	ME 311	ME 311	B+	4.00	Manoa
Spring 2020	ME 331	ME 331	B+	3.00	Manoa
Fall 2020	ME 374	ME 374	C+	3.00	Manoa
Summer 2020	ME 322	ME 322	Α	4.00	Manoa
Fall 2020	ME 341	ME 341	В	4.00	Manoa
Fall 2020	ME 372	ME 372	В	3.00	Manoa
Fall 2020	ME 375	ME 375	Α-	4.00	Manoa
Spring 2020	ME/PHYS/MA	ME 360	Α-	3.00	Manoa
Fall 2019	ME 371/CEE	ME 371	A+	3.00	Manoa
Summer 2018	MATH 302/3	MATH 307	В	3.00	Manoa
ME Upper 400-Level					Tentatively comple
Spring 2021	ME 422	ME 422	Α-	4.00	Manoa
Spring 2021	ME 481	ME 481	Α	4.00	Manoa
Fall 2021	ME 482	ME 482	***	3	Manoa
ME Technical Elective					Tentatīvely comple
Spring 2021	ME TE-400	ME 448	B+	3.00	Manoa
Fall 2021	ME TE-400	ME 491	•••	3	Manoa
Spring 2021	METE-NON	BIOL 171	В	3.00	Manoa

### 3rd Column:

You do not need to check this third column because it does not include any requirements in the "Courses Not Yet Classified", "Non-Applicable Courses", and "Events and Actions" sections.

If there is any red here, you can ignore it.



There are currently no Actions to show.

#### Career Resources and Reminders

CoE Career Day - <a href="https://www.eng.hawaii.edu/allevents/">https://www.eng.hawaii.edu/allevents/</a>

CoE Jobs webpage - <a href="https://www.eng.hawaii.edu/student-opps/">https://www.eng.hawaii.edu/student-opps/</a>

Resume & Cover Letters

Manoa Career Center - https://manoa.hawaii.edu/careercenter/

References & Letters of Recommendation

Engineering Faculty, Mentors, Project Advisors, Employers, etc.

## The Order of the Engineer

When you graduate from the College of Engineering you are invited to join the Order of the Engineer

https://order-of-the-engineer.org/about-the-order/history/

#### Order of the Engineer

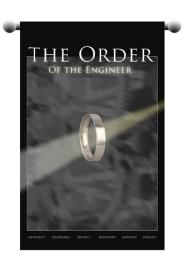
- Primary purpose of an engineer is service to the public
- Symbolize a common bond among those in the engineering profession

#### Obligation of an Engineer

- Oath (similar to the Hippocratic oath) taken with your graduating classmates to uphold the standards and dignity of the engineering profession
- Oath/Ring ceremony held during Convocation (UHM Engineering Graduation Ceremony)

#### Engineer's Ring

- Stainless steel ring, worn on the fifth finger of the working hand to remind you of your obligation to uphold the standards and dignity of the engineering profession
- Ring is free to graduates but must participate in the Oath taking to receive the ring





#### **Graduation Ceremonies**

UH Manoa Commencement is a separate event from the College of Engineering Convocation Ceremony. They are both optional so you may do both ceremonies, just one of them, or none.

**Commencement** is the UH Manoa cap and gown ceremony for the whole campus (all majors). Since COVID-19 the commencement ceremonies have been cancelled or changed to a photo opportunity due to being unable to hold large gatherings. The UH Manoa Commencement Office has not made an announcement for the plans for the upcoming ceremony yet. But the sign up for commencement and information on what will be held will be updated on the commencement website. The Commencement Office will email everyone who is filed to graduate with announcements. If you do plan to participate you will need to register to participate.

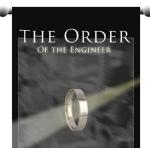


Sign up by Dec 1(Fall) or May 1(Spring) at <a href="https://manoa.hawaii.edu/commencement/">https://manoa.hawaii.edu/commencement/</a>

**Convocation** is the College of Engineering graduation ceremony for engineering students. If you would like to receive the Order of the Engineer Ring, participation is required to take the Oath of the Engineer during the ceremony. Since COVID-19, the ceremony has been online through Zoom and streamed live on Youtube for family and friends to watch. Please stay tuned for updates as we explore the possibility of holding an in-person ceremony. If you do plan to participate you will need to register to participate.

Sign up by **Dec 1(Fall) or May 1(Spring)** 

Link to convocation registration will be emailed to all students who have filed to graduate.



## Mid Semester Fall(Oct - Nov) or Spring/Summer(Mar - Apr)

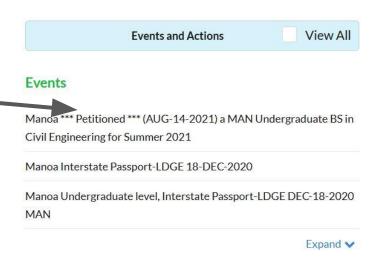
Check STAR to see that you are "Petitioned" to graduate under the Events and Actions section of the STAR Academic Essentials Page.

Once you are "Petitioned" please pay your \$30 Manoa Diploma fee which should be showing balance in MyUH or STAR.

Fill out the CoE Teaching Award ballot. Sent by email during October(Fall) or March(Spring/Summer).

Register for the graduation ceremonies by Dec 1(Fall) or by May 1 (Spring/Summer).

- UHM Commencement
- CoE Convocation



#### Mandatory Advising (not needed)

- As a graduating senior, you do NOT need to do mandatory advising in your final semester.
- You will still get the emails for mandatory advising since you are still on the general senior email listserv but you can ignore it.

#### After the Semester Ends

Grades officially roll on the Wednesday after Finals Week.

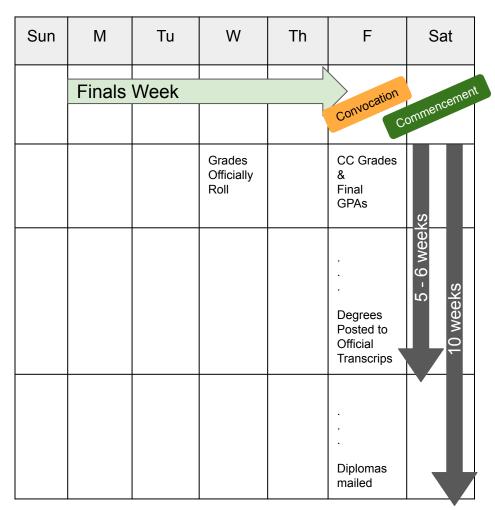
Community College grades usually show in STAR by the Friday after Finals Week.

Final GPAs show in STAR by the Friday after Finals Week.

CoE will complete the final graduation checks after final grades officially roll. (Typically it takes a 1 - 2 weeks after grades roll to confirm all of our graduates.)

The UHM Office of the Registrar will then post the awarded degrees to the confirmed students' records. (Typically ~5 - 6 weeks after graduation.)

The UHM Office of the Registrar mails diplomas to the mailing address indicated on the Degree Application. (Typically ~10 weeks after graduation.)



#### After the Semester Ends - Week after Finals

Be sure to check that you passed all of your courses with the appropriate grades and minimum 2.0 overall and major GPAs to graduate.

If you passed all of your courses and have both overall and major GPAs of 2.0 or higher then you will be graduating.

You will receive an email from the CoE stating that your degree will be awarded. Congratulations!

If you did not pass all of your courses or do not have both overall and major GPAs of 2.0 or higher then you will not be graduating.

Contact the Director of Academic Affairs right away to talk about re-filing to graduate.

Contact Office of the Registrar at <a href="mailto:uhmdipls@hawaii.edu">uhmdipls@hawaii.edu</a> to ask them to reopen your registration for the upcoming semester.

\*\* If you do not do the above, you will be unable to register to retake courses for graduation. \*\*

## After the Semester Ends - Transcripts

~ 5 - 6 Weeks After Graduation

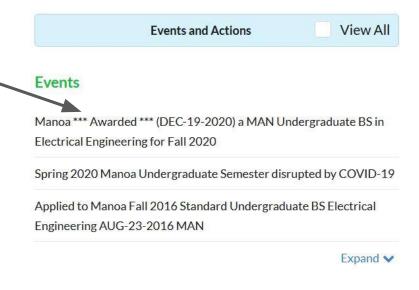
Check STAR to see that you are "Awarded" your degree under the Events and Actions section of the STAR Academic Essentials Page. If still showing as "Petitioned" then the Registrar's Office has not finished posting your degree yet.

After showing as "Awarded" it is okay to order your final official transcripts for applications for employment and/or graduate schools.

https://manoa.hawaii.edu/registrar/student-records/ordering-transcript/

Most Employers or Graduate Schools will ask for your <u>final official transcript</u> as "proof of degree." You transcript is considered final after your degree has been posted (showing as Awarded in STAR). Your transcript is considered official when it is ordered through the Registrar Office website above.

Email the Office of the Registrar at <a href="mailto:uhmtrans@hawaii.edu">uhmtrans@hawaii.edu</a> if you have questions on ordering your official final transcript.



Actions

## After the Semester Ends - Diploma

~10 Weeks After Graduation

Diplomas will be mailed to the address that you provided on your Degree Application Form around ~10 weeks after graduation.

Email the Office of the Registrar at <a href="mailto:uhmdipls@hawaii.edu">uhmdipls@hawaii.edu</a> if you have questions about your diploma or if you need to update your mailing address with them.

Diplomas are not typically not used as your "proof of degree." Most Employers or Graduate Schools will ask for your <u>final official transcript</u> as "proof of degree."

#### Letter of Confirmation

If proof of degree is requested by your employer or school before final official transcripts are ready, the College can write a letter confirming that you have met all requirements to graduate and include your final gpa. The earliest these letters can be generated is 2 weeks after finals.

Some of you may have jobs lined up and your employers may be asking for a confirmation of degree early. Please email <a href="mailto:engr@eng.hawaii.edu">engr@eng.hawaii.edu</a> to request a letter of confirmation at the end of the semester. Include the email addresses and company/school affiliation of the recipients.

If your employer does not need proof of degree until after transcripts are ready (~5-6 weeks), then you should order your final official transcripts at that time and you do not need to request a letter.



Please complete the CoE Graduation Check Google Form before the deadline

For questions, contact engr@eng.hawaii.edu