FAQ: Fourth-Year Students/Convocation Information

1. How do I apply for convocation?
   In order to graduate, students must apply for a degree using Bear Tracks under “Academics”. See “Applying for your Degree” on the Registrar’s website.

2. When should I apply?
   Bear Tracks will be available for undergraduate students to apply for graduation on the following dates:
   - Fall convocation: March 15 to September 1
   - Spring Convocation: October 1 to February 1
   Any changes to these dates will be reflected on the Registrar’s website.

3. How do I know if I have all the courses I need to graduate?
   Students can check their progress using the Program Checklist on the MEC E website. To have an advisor check your program, make an appointment at senior.tutor@ualberta.ca. Bring a copy of your current transcript (an unofficial copy is fine) as well as a completed Program Checklist to the appointment.

4. Do I need a minimum GPA to graduate?
   Yes! Students must achieve a minimum Fall/Winter GPA of 2.0, as well as have an Engineering Graduation Average (EGA) of 2.0 or greater.
   Section 83.3(2)a of the UofA Calendar states:
   The EGA is based on the final four academic terms. If the course load in these terms totals less than 70.0 units, additional terms will be included in the calculation of the EGA as required to reach a total of at least 70.0 units. The 70.0 units include courses designated as extra to degree. Grades for courses taken in Spring/Summer are not included in the EGA unless this is a scheduled term within the student’s degree program.
If the EGA falls below 2.0 and/or the Fall/Winter GPA is in the 1.7 to 1.9 range, students may be permitted to return for a period of one term, as per the Calendar (83.3(2)b):

A student who is otherwise eligible to graduate but has an EGA of less than 2.0 and/or a Fall/Winter GPA in the range 1.7 to 1.9 is permitted to return for one additional term provided this term falls within the 72 month degree time limit as specified in 83.3(3). Courses to be taken during this additional term are specified by the Dean. If both the student’s EGA and Fall/Winter GPA following this term are not 2.0 or greater, the student will not qualify for a degree and will not be allowed to continue in the Faculty.

5. **Where do I find information on the Iron Ring Ceremony?**
   Contact the Faculty office at engginfo@ualberta.ca.

6. **If I finish all my courses in December, why do I have to wait until June to get my degree?**
   Students are not awarded their degrees until the Convocation Ceremony. Since the UofA only holds two ceremonies per year, in June and November, students finishing their degree requirements in December must wait until June (Spring Convocation) to receive their degree.

   Additionally, students finishing in December may not receive their degrees in November because all requirements must be fully completed (i.e. all courses finished) before a degree may be granted.

7. **I applied online for convocation last year/last term but didn’t actually graduate. Now I’m finished my program but Bear Tracks won’t let me apply to graduate again. What do I do?**

   Students may only apply for graduation through Bear Tracks once, whether they are ready to graduate or not. Any successive applications must be completed on paper and submitted to the Faculty via the Department office. To get a form, please see the Undergraduate Program Coordinator in the main office, MEC 4-9.