CSUDH
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

UNDERGRADUATE REQUEST FOR REACTIVATION OF GRADUATION
THE REGISTRAR'S OFFICE

STUDENT ID: _____   PHONE NUMBER: _____

LAST NAME: _____   FIRST NAME: _____

ADDRESS: _____   CITY: _____   STATE: _____   ZIP CODE: _____

DEGREE: BA ☐   BS ☐   Other ☐_____

CATALOG YEAR: _____ 1ˢᵗ MAJOR: _____ OPTION: _____

CATALOG YEAR: _____ 2ⁿᵈ MAJOR: _____ OPTION: _____

CATALOG YEAR: _____ MINOR: _____ OPTION: _____

What was your last semester of enrollment at CSU, Dominguez Hills before your break in attendance? _____

Did you file an Application for Graduation – Bachelor's Degree?:   Yes ☐   No ☐   Term: _____

List all colleges and universities you attended (begin with the last institution attended; attach a separate sheet if you need more space). You must attach "official" transcripts from ALL institutions you attended since your last term of enrollment at CSUDH.

SCHOOL NAME	LOCATION	ENROLLED FROM (Month/Year)	ENROLLED TO (Month/Year)

The lack of any documentation required for reactivation may result in this request being voided (fees are non-refundable).

Student Signature: _____   Date:_____

All students must obtain recommendations below from the below departments.

TO BE COMPLETED BY A REPRESENTATIVE FROM THE UNIVERSITY ADVISEMENT CENTER

I have discussed reactivation with the above student and approve this request to graduate with the above listed degree.

General Education Catalog Year: _____

Comments: _____

Name: _____   Signature: _____   Date:_____

TO BE COMPLETED BY MAJOR DEPARTMENT

I have discussed reactivation with the above student and approve this request to graduate with the above listed degree.

Catalog Year:_____ Name: _____ Signature:_____ Date:_____

All Major Requirements Met: Yes ☐   No ☐   Outstanding Requirements: _____

Comments: _____

TO BE COMPLETED BY 2ⁿᵈ MAJOR OR MINOR DEPARTMENT

I have discussed reactivation with the above student and approve this request to graduate with the above listed degree.

Catalog Year:_____ Name: _____ Signature:_____ Date:_____

All Major Requirements Met: Yes ☐   No ☐   Outstanding Requirements: _____

Comments: _____

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FOR OFFICE USE ONLY

PLACE DATE STAMP HERE

UNDERGRDUATE PROCEDURES FOR REACTIVATION OF GRADUATION

The reactivation process is for students who previously filed to graduate and then broke continuous attendance at California State University, Dominguez Hills without completing all degree requirements, and now seek to complete their degree.

DEFINITIONS

Continuous Attendance at CSUDH

- Defined as attendance in a course at CSUDH for at least one unit credit in at least one semester each academic year. An academic year begins in fall and consists of two consecutive semesters, fall and spring. (CSUDH Extension courses DO NOT count toward continuous attendance.).

Catalog Rights

- Undergraduate students acquire "catalog rights", with respect to the requirements for a program, by maintaining continuous attendance. ***Failure to remain in continuous attendance voids catalog rights and graduation status.***

ACADEMIC STANDING

Students who have been disqualified from the University and have not yet been reinstated are NOT eligible for reactivation. The student MUST BE REINSTATED BEFORE filing for reactivation. For questions regarding reinstatement contact the University Advisement Center.

ESTABLISHMENT OF MAJOR, SECOND MAJOR, MINOR REQUIREMENTS

All students seeking reactivation MUST consult with their department(s) to establish major, second major and/or minor graduation requirements. These departments may allow the student to retain the original catalog year or select a subsequent catalog year with respect to requirements for the respective program.

UNIVERSITY REQUIREMENTS

Students are responsible for ALL University requirements of the catalog right in effect of the time of reactivation or the catalog right that was last declared prior to Discontinuation status. These include, but may not be limited to, the current General Education pattern and Graduation Writing Assessment requirement. The current catalog may be consulted for all university requirements; the current schedule of classes may be consulted for appropriate courses to fulfill General Education requirements.

FEES

Reactivation Fees

- The required $10.00 fee will be automatically charged to your student account.

Application for Graduation Fee

- This fee is required of every student who submits an application for graduation.

The application fee is will automatically charged to your student account.

FILING

- All forms are available at https://www.csudh.edu/registrar/forms/

- The completed Request for Reactivation form and all required documentation MUST be attached and submitted to the **Graduation Dropbox**.

- Students who wish to re-enter the University and enroll in courses MUST submit an application for admission. Contact University Outreach and Information Services for information.

FAILURE TO SUBMIT ANY DOCUMENTATION REQUIRED FOR REACTIVATION WILL RESULT IN THE REQUST BEING VOIDED.