

### ❖ Complete the Graduation Application

Applications for graduation are submitted through your KSIS Student Center. All degree requirements must be completed prior to the close of the term in which your degree is to be awarded. Please contact Academic and Student Services for deadline information.

### ❖ Review your Holds and “To Do” List in KSIS

Visit your KSIS Student Center to ensure you do not have any holds or items listed on your “To Do” list. Your diploma and/or transcript may not be released until all obligations to the university have been resolved. Offices that may place a hold on your records include: Cashiers, Registrar’s Office, and Student Financial Assistance. Advisor holds do not need to be removed.

### ❖ Submit “Hold for Degree” Transcript Orders

Graduating seniors may continue to order copies of their transcript, at no additional charge, for 14 days after the term ends (14 days from the last day of finals). Those students wishing to have their degrees listed on their final transcripts should place “Hold for Degree” orders. Future transcripts are \$15.

### ❖ Prepare for the Commencement Ceremony

Visit [Polytechnic Commencement](#) for information regarding your commencement ceremony.

### ❖ Check your Diploma Name and Mailing Address

Fall diplomas are mailed in March. Spring diplomas are mailed in August. Summer diplomas are mailed in October. Access your KSIS Student Center to check/update your diploma name and mailing address.

### ❖ Update your Post-Graduation Information

In honor of your graduation, the K-State Alumni Association and your college have partnered together to give you a one-year membership in the K-State Alumni Association. Please update your contact information at [www.k-state.com/newgrad](http://www.k-state.com/newgrad) so you can receive your membership card and the *K-Stater* magazine.

### ❖ Update your Career Center account

New graduates may continue to utilize the benefits of their free Career Center account for one year following graduation. Network with employers, search for employment, and access the resources available within Career Center. Be sure to update your GPA, your resume, and select “yes” for employer viewing so that employers searching for quality candidates, can access your most current and relevant information available. Please update your account at [Polytechnic Career Services](#).

### ❖ Complete your Senior Survey

Watch for your Senior Survey from the Office of Assessment via email. Complete the survey to be eligible for FABULOUS PRIZES provided by K-State Athletics and the K-State Alumni Association.

### ❖ Apply for Readmission if you Plan to Continue Taking Undergraduate Coursework

If you plan to continue taking undergraduate course work after graduation, you must apply for readmission to the university prior to enrollment [www.k-state.edu/apply](http://www.k-state.edu/apply). You may not re-enter the same degree program in which you have already earned a K-State degree.

## Review your Holds and “To Do” List in KSIS

### Complete Loan Exit Counseling

If you borrowed a Federal Direct Subsidized or Unsubsidized Student Loan, you must complete Loan Exit Counseling. Failure to complete exit counseling will result in a hold being placed on your University transcript or diploma. You may complete this requirement online and will need your federal student aid PIN to login at <https://studentloans.gov/myDirectLoan/index.action>.

Loan Exit Counseling will inform you about repayment options, what to do if you are having trouble making payments, loan forgiveness programs, and more. Visit <https://studentloans.gov/myDirectLoan/index.action> to complete this requirement today!

**Manage My Direct Loan**

**Sign In** Use your PIN to sign in  
[Why am I signing in?](#)

- **Complete Counseling**  
(Entrance, Financial Awareness, and Exit)

Sign in to complete your Exit Counseling session.

- **Endorse Direct PLUS Loan**
- **IBR/Pay As You Earn/ICR Repayment Plan Request**
- **Direct Consolidation Loan Applications**

Visit the PIN site if you are a new user or have forgotten your PIN.

Great information to help answer your questions!

**Managing Repayment**

- » **Repaying Your Loans**
- » **Repayment Plans & Calculators**
- » **Trouble Making Payments?**
- » **Loan Discharge**
- » **Public Service Loan Forgiveness**
- » **Teacher Loan Forgiveness**
- » **Loan Servicers**