Dear Student,

As of today the Evaluations Unit has reviewed your Degree Progress Report (DPR) and updated it with all paperwork we have received in our office. Our records indicate that you have not completed all degree requirements.

Before contacting any office on campus, please review your DPR through the portal, following instructions on the Student Access Guide found at http://registrar.calpoly.edu/content/Degree_Progress/degree_progress.

Please contact your advisor with any questions regarding major or support requirements that are unfulfilled. For example, you may have discussed a deviation from your curriculum with your advisor, but paperwork still needs to be filed. Questions regarding other missing requirements can be directed to Evaluations using the contact information below.

Please print a copy of your Degree Progress Report for your records.

If your DPR shows any grades of (I) or (RP), it is your responsibility to contact your instructor(s) concerning grade changes. Your Poly Profile will reflect your new grades once we have received and processed any changes. Go to my.calpoly.edu, click on the Academics tab, then click on Poly Profile.

If your expected degree completion date has changed and you need to register for classes, please fill out a Change of Degree Completion Date form and submit it to the Office of the Registrar. You cannot register beyond the expected degree completion term previously reported without submitting this form.

Based on your expected degree completion date, this was the last scheduled review of your records. Once you have completed your final degree requirements and have confirmed that any pending grade changes have been processed, please feel free to contact our office using the contact information below.

Once all of your degree requirements have been completed, we will order you a complimentary diploma. Approximately three weeks after we have conferred your degree in our database, you will receive the complimentary diploma at the Mailing Addresses listed in the Portal. Please keep your address current on my.calpoly.edu. Additional diplomas may be purchased through the Cal Poly University Store.

Sincerely,

Evaluations Unit
Office of the Registrar
(805) 756-2396
evaluations@calpoly.edu