



## Semester 2 2020 Conferral



### IMPORTANT DEADLINES AND GRADUATION CHECKLIST

If you anticipate you will complete your program in Semester 2 2020, or have already met the academic requirements of your program but have not been conferred, this checklist includes important information and dates relating to conferral of your award. Students conferred on 31 December 2020 are eligible to apply to receive their award at the following Presentation Events:

- April/May 2021 Graduation Ceremonies
- In Absentia May 2021
- September 2021 Graduation Ceremonies

To receive your testamur, you must select one of the above Presentation Events in [Access Adelaide](#). Testamurs are printed attached to the Presentation Event you select and will therefore be released at the relevant event time. If you do not select a Presentation Event, a testamur cannot be printed for you.

Dates/Deadlines	Activity	Checked
By 5pm Wednesday, 23 September 2020	<b>Applications for Semester 2 2020 conferral open:</b> <ul style="list-style-type: none"> <li>• Check you have an automatic application to graduate in <a href="#">Access Adelaide</a>.</li> <li>• If you do not have an auto application, click 'apply' to add an application.</li> <li>• Select a Presentation Event to indicate how you wish to receive your award.</li> </ul>	
Friday, 30 October 2020	<b>Engineering students only: Practical experience deadline</b> <ul style="list-style-type: none"> <li>• Deadline to submit your Practical Experience documentation to be considered for Semester 2 2020 conferral.</li> </ul>	
11:59pm Wednesday, 2 December 2020	<b>Applications for Semester 2 2020 conferral of award close. This is the last day for you to apply for your award to be conferred on 31 December 2020. <u>Late applications cannot be accepted.</u></b> <ul style="list-style-type: none"> <li>• Check <a href="#">Access Adelaide</a> and ensure you have an application for conferral.</li> <li>• View/Update the conferral application ensure you have selected a Presentation Event. Check your information carefully to ensure it is correct.</li> </ul>	
5:00pm Tuesday, 8 December 2020	<b>Postgraduate Research Students Only: Thesis and AHEGS Abstract Deadline.</b> <ul style="list-style-type: none"> <li>• Last day to submit the final digital copy of your thesis to the Graduate Centre.</li> <li>• If you submit your thesis after this deadline you will <b>not</b> be considered for Semester 2 2020 conferral.</li> </ul>	
By 2:00pm Monday, 14 December 2020	<b>Graduation Status letters uploaded in <a href="#">Access Adelaide</a></b> <ul style="list-style-type: none"> <li>• Check that you have an 'Eligible to Graduate' letter               <ul style="list-style-type: none"> <li>○ Is your Major correct (if applicable)? If not, contact your Faculty.</li> <li>○ Is your Honours class correct (if applicable)? If not, contact your Faculty.</li> <li>○ Is your name correct (to be printed on your testamur)? If not, submit a Change of Personal Details form <b>by 5.00pm Tuesday, 22 December</b>. Names changed after this deadline will not be reflected on your testamur.</li> </ul> </li> <li>• If you have an 'Ineligible to Graduate' letter, follow the instructions in the letter to resolve the issue preventing your conferral.</li> </ul>	

**Further information is available on the Graduations website**

<http://www.adelaide.edu.au/student/graduations/>

Before you complete your study	Check your finance summary in <a href="#">Access Adelaide</a> ( <b>My Finances &gt; My Account</b> ) <ul style="list-style-type: none"> <li>• If you have a <b>credit</b>, please request a refund online <a href="#">here</a>.</li> <li>• If you have <b>debt</b>, ensure that you pay prior to the payment deadline below.</li> </ul>	
Tuesday, 15 December 2020	<b>Last day to use BPAY, PostBillPay or ePayment to resolve any outstanding debts that are preventing your graduation.</b>	
<b>5:00pm</b> Tuesday, 22 December 2020	<b>Anomalies Deadline:</b> <ul style="list-style-type: none"> <li>• You should have already checked the Graduation Status letter in <a href="#">Access Adelaide</a> and followed up on any details that are incorrect.</li> <li>• If you still have an '<b>Ineligible to Graduate</b>' letter, the deadline to resolve issues preventing your conferral is strictly <b>5:00pm Tuesday, 22 December</b>.</li> <li>• If your major was incorrect have you contacted your Faculty?</li> <li>• If your Honours class was incorrect have you contacted your Faculty?</li> <li>• If your name was incorrect have you submitted a Change of Personal Details form? A request for change of name submitted after the anomalies deadline of 5:00pm Tuesday, 22 December 2020 will incur a fee of \$250 to reissue each testamur.</li> </ul>	
By 5:00pm Monday, 4 January 2020	<b>Conferral Processed</b> Conferral will be applied to transcripts by this date at the latest, dated 31 December 2020. Ensure you have checked your transcript is accurate in <a href="#">Access Adelaide</a> before placing any Online Shop orders.	
By 5:00pm Monday, 4 January 2020	<b>Digital Official Academic Transcript and Australian Higher Education Graduation Statement (AHEGS) issued via My eEquals</b>	

### IMPORTANT INFORMATION REGARDING REPLACEMENT EXAMINATIONS AND ADDITIONAL ASSESSMENT, AND WINTER SCHOOL COURSES:

If you are offered a Replacement Examination or Additional Assessment, please be aware that there is no guarantee that you will receive your results in time for Semester 2 conferral. If you are in this situation and wish to be considered for Semester 2 conferral, please speak with your Faculty as soon as possible. If your results are not received by the anomalies deadline, you will need to apply for the next conferral round, which will be Summer 2021.

You will continue to receive important emails from the Graduation Office regarding conferral of your award and graduation. You should continue to check your **student email** until you receive your testamur, and respond appropriately to the information provided.

**Further information is available on the Graduations website**  
<http://www.adelaide.edu.au/student/graduations/>