Undergraduate students should submit an Application for Graduation and a check for the $110.00 graduation fee in CAPA at least two semesters before you intend to graduate. You may apply for Departmental Honors if you have at least a 3.6 GPA in the major and a 3.0 GPA overall.

If you intend on graduating in Spring 2011, please apply for graduation as soon as possible!

Before your name can be cleared to participate in the Commencement Ceremony, all 128 units required to graduate need to be verified by your CAPA Advisor!

Spring 2011 graduates should check the http://laverne.edu/commencement/spring/ website for information about ordering their cap and gown and announcements in late February. In April, students should also make sure their name is listed on the Commencement List. If your name is not listed, call the CAPA Office at 909-392-2718 ASAP.

The FAFSA Priority deadline for the 2011-2012 school year is March 2, 2011. Please call Financial Aid at 1-800-649-0160 if you have any questions or log onto laverne.edu/financial-aid/.

- In order to be eligible to receive Cal Grant monies, you must have your previous school of attendance (where you completed at least 24 units) certify your GPA Verification form. This GPA verification form must be postmarked by March 2, 2011.

Download the Cal Grant GPA Verification form at: http://www.csac.ca.gov/pube/forms/gmt_frm/march2_11-12_gpaformfillable.pdf

Spring 2011 CAPA CLASSES

Blackboard is now required for all accelerated courses. You may access your account at http://bb.laverne.edu/. Professors will “open” their classes one week prior to class start date. Before the class begins all students must log in and review both the “syllabus” and the “announcement” sections as they contain instructions on how to prepare for the first class session.

To log onto blackboard, click on User Login

Enter your username and password and click on Login

- Your Blackboard username is your 8 digit La Verne ID number. To determine your Password, click on the “forgot your password” icon and an email link will be sent to your La Verne webmail which will enable you to select a new password.

MASTER DEGREE STUDENTS
ADVANCEMENT TO CANDIDACY

To obtain Advanced Standing students must have completed a minimum of 21 units of the required Core courses in the program, or have completed 18 units of the Core and currently be enrolled in 6 semester units. All Foundation courses must have been completed. In addition, the student must have been granted admission to the graduate program and have attained a minimum cumulative GPA of 3.0 for all courses applicable to the degree.
If you haven’t already done so, please schedule an appointment with your Major Advisor and/or your CAPA Advisor to plan your class schedule for Summer and Fall 2011.

Obtain any approvals or overrides from your Advisor prior to registering on-line. The weekend, evening and on-line class schedules may be viewed on the CAPA web page at: laverne.edu/locations/adult-degree-program/.

If you would like to view the day and evening classes only, you will need to do a search on the MyLaVerne site and choose “main campus.” Do this by logging onto the MyLaVerne Secure Area and clicking on Student Services and Financial Aid. You may search for classes and add or drop classes on-line. If you would like to search for all classes offered day, night and weekend, you will need to select the CAPA and the Main Campus search options. You may do this by pushing control and then clicking on “Main Campus” and “CAPA Campus.” This way you will exclude the off-campus classes.

All students must complete their financial arrangements one week prior to the first day of the term. Financial arrangements include payment in full or enrollment in a payment plan. All direct bill students (payment in full by employer at the beginning of the term) must make their financial arrangement directly in Student Accounts. Students who are applying for financial aid must accept their financial aid award online one week prior to the first day of the term or pay a late payment fee.

Have You Checked Your La Verne Email Lately?

It is the student’s responsibility to regularly check his/her La Verne e-mail account. Important information is sent to students via La Verne e-mail every semester. Your La Verne e-mail account is listed at the top of the page after you log into the “MyLaVerne” secure area.

To make checking your web email more convenient, you may forward your La Verne e-mail to your personal e-mail account.