

Applying for a degree and graduation academic year 2024-2025

To graduate, you must be registered as attending and as a **bachelor or a master** student you must have paid the student union fee and the student's healthcare fee for the academic year.

Check also [Graduation - Doctoral studies](#) -page, if you apply for a **doctor's/a licentiate's** degree.

The applications are binding. When you submit a request for graduation, you commit to having your degree certificate in line with the schedule.

Submit a graduation request when

1. you have completed all the studies required for your degree
2. your study attainments and PSP checked by study counselor / by the LUT Doctoral School are recorded in SISU and
3. your thesis is recorded in the library's electronic publication system LUTPub.
([Instructions for uploading](#))
4. your public examination is over, your dissertation has been approved and assessed by the Academic Council, if you apply for a doctor's /a licentiate's degree.

If you apply for a master's degree, submit the assessment of your thesis (1B) and the attachments by e-mail from your student's LUT e-mail account to: LUT.graduation@lut.fi. Read more and find the forms from [master's thesis page](#). Form 1B can be sent without the URN address.

Please note that when you graduate with a master's degree (or a bachelor's degree if you do not continue your studies), the date of graduation is relevant for your studies. For more information on the impact of graduation on student support go to [Kela](#).

Once you have **completed your doctorate**, you can apply for a Dissertation grant from the [LUT Research Foundation](#).

Timetable for applying for a degree

Degree applications are processed on an ongoing basis. **Bachelor's and master's** degree applications are processed within approximately three weeks from the submission of the request for graduation, and student will graduate within three weeks of the request if all the requirements for it are met. **Doctoral student** will graduate within two weeks of the graduation request if all the requirements for it are met.

The graduation date will be the date of sending the request for graduation if all the studies required for the degree have been completed and entered in the register. If the request for graduation is submitted before all the required studies have been registered, the request will not be processed until all the required studies have been registered. The date of graduation will then be the date on which the last qualification was registered, if the date of registration is after the date on which the request for graduation was submitted.

Timetable at the end of the year

If you apply for a degree at the end of December, the latest 31 December, your degree can be dated for December, but you will receive your degree certificate in January due to the Christmas holidays. You can apply for your degree, even if your studies have not been included in the register, but in order for the degree to be dated for December, all assignments included in the degree must be dated in SISU no later than 31 December.

The semester changes on 1 January, so if you submit your graduation request in January or the completion date of the studies included in the degree is January, the degree will be granted for January. In this case, you must also [register as an attending student](#) for the spring semester and pay the registration fees for the spring semester, if the fees have not already been paid for the entire academic year.

Timetable during the summer period

If you apply for a degree at the end of June or in July, your degree can be dated for July, but you will receive your degree certificate in August due to the summer holidays. You can apply for a degree, even if all of your studies have not been included in the register yet. In order for the degree to be dated for July, all assignments included in the degree must be dated in SISU no later than 31 July.

The semester changes on 1 August, so if you send your graduation request in August or the completion date of the studies included in the degree is August, the degree will be granted for August. In this case, you must also [register as an attending student](#) for the autumn semester and pay the registration fees for the autumn semester.

The steps to apply for a graduation

1. The first step in graduation is to fill in the Graduate Surveys.

When you graduate with **a bachelor's degree** you fill in [the Finnish Bachelor's Graduate Survey](#).

When you graduate with **a master's degree in technology** you fill in the survey for graduates in [Technology](#) and [LUT Employment survey](#).

When you graduate with **a master's degree in business** you fill in the survey for graduates in [Business](#) and [LUT Employment survey](#).

When you graduate with **a doctoral degree** you will answer the graduation feedback questionnaire, to which you will receive a link by email after your dissertation has been evaluated by the Faculty Council.

2. After filling in the Graduate Survey(s) **bachelors and masters** submit a graduation request via [Sisu](#).

2. Doctoral students submit a graduation request according to [SISU Graduation instructions for doctoral students](#).
3. Update **your personal email address** in [Sisu](#) well in advance of submitting your graduation application. When you graduate, you will receive a link to your personal, *secondary SISU email address* (NOT the LUT address) to download your certificate.
4. Indicate in [Sisu's section on information disclosure](#) whether you permit the publication of your name in papers and online on LUT's list of graduates. Check also that your home municipality is correct in the register.

Graduation Ceremony for masters and doctors

As a general rule you may participate in the [graduation ceremony](#) in the month in which you graduate **providing that you have submitted your graduation request no later than 10 days before the ceremony**. If you graduate after the graduation ceremony in the same month, you may participate in the graduation ceremony the following month. You will be invited to the graduation ceremony by email.

Expiry of user account

Your LUT user account expires on the date that you graduate. We recommend transferring your emails and files to a new location in good time before this date.