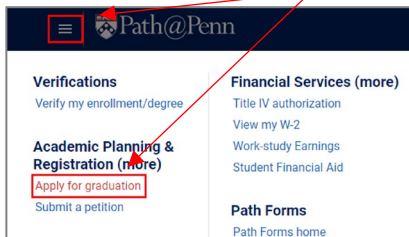


How to Apply to Graduate

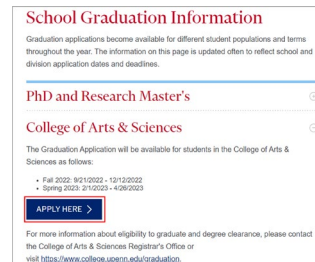


Submit Your Application to Graduate in 3 Easy Steps!

To apply to graduate, students will start at [Path@Penn](#), click on the *hamburger menu*, and then click on *Apply for Graduation*.

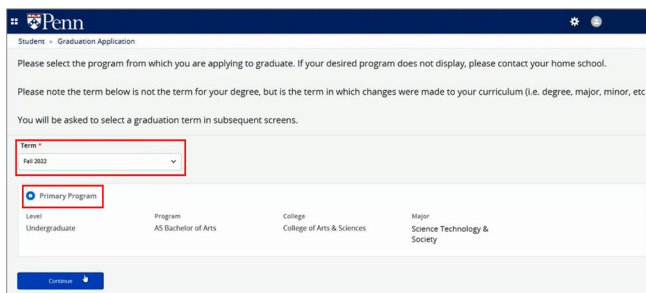


This takes you to the SRFS Graduation Page where you find your school and select *Apply Here*.

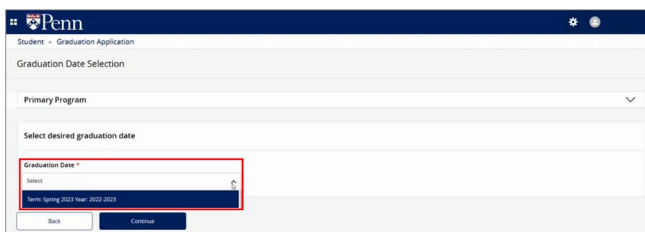


1 Select Program and Graduation Date.

- Select a term from the dropdown (*This is not the graduation term, but the term in which changes such as a degree, major, minor, etc. were last updated*).
- After the term has been selected, indicate your Primary Program and click *Continue*.



- Select your *Graduation Date* from dropdown. (see below)



2 Trouble Shoot “No Curricula Available” Errors.

- Have you already applied to graduate?
 - You can check by going to [View My Student Profile](#)
 - If you have already applied, you will see a link that says Active. Click the link for more detail.

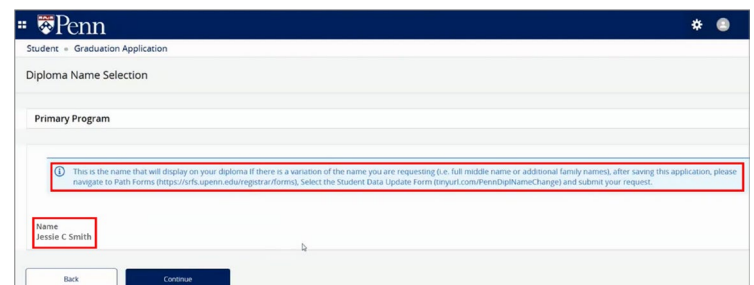
Graduation Information Graduation Applications:

[Active\(1\)](#)

- Have you completed enough credits to graduate?
 - Not having enough credits completed can result in your record not being “ready” to graduate.
 - [Check your Degree Audit in Path](#) to validate the number of credits you have completed.
- If you have questions, check with your Advisor/Program Director/School Registrar.

3 Confirm Name and Address.

- View your name as it will display on your diploma, confirm it appears correctly and click *Continue*.

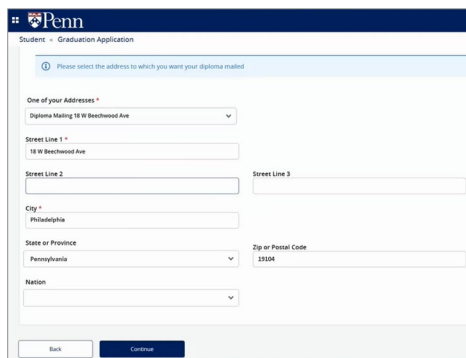
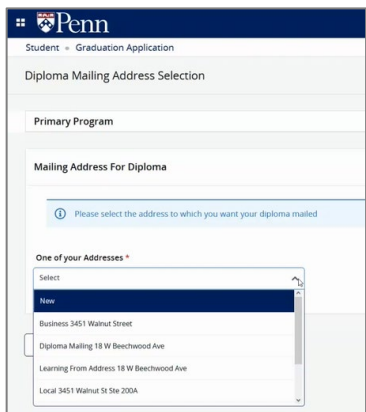


If you do not experience a “No curricula available error” skip to step 3.

No curricula available for graduation application.

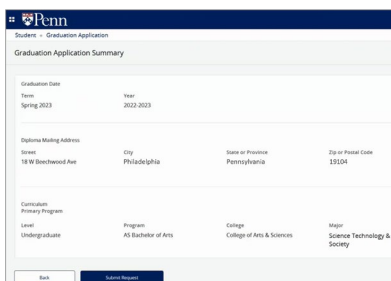
3 Confirm Name and Address Continued.

- a. To change your **Diploma Name** (ie: spell out your full middle name instead of using an initial)
 - a. Navigate to [Path Forms](#) and submit **Student Data Update**
- b. To change your **Diploma Address**
 - a. Navigate to Path@Penn
 - b. [Click Update my personal information](#)
 - c. Add a Diploma Mailing Address:



4 Review and Submit Request.

- a. Confirm accuracy of Graduation Date, Mailing Address, and Program, then click *Submit Request*.



5 Confirm your submission any time.

- a. Navigate to [View My Student Profile](#)
- b. If your submission was successful, you will see a link that says “Active” in the Graduation Information area next to Graduation Applications.

Graduation Information
Graduation Applications:

[Active\(1\)](#)