Apply for Graduation

Student can use self-service to apply for graduation online. Students should apply for graduation in the term prior to the term from which you intend to graduate.

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
</table>
| 1.   | Enter [https://home.cunyfirst.cuny.edu](https://home.cunyfirst.cuny.edu) in your browser’s address bar:  
|      | • Enter your Username and Password and click the Go icon.  
|      | • From the Enterprise Menu, select the HR/Campus Solutions link. |
| 2.   | Navigate to: **Self Service > Student Center**. |
| 3.   | Navigate to: **Self Service > Student Center**.  
|      | In the Academics section from the Academic dropdown box, select Transcript: View Unofficial and then click the Go icon. |
| 4.   | Navigate to: **Self Service > Degree Progress/Graduation > Apply for Graduation**. |
5. Select the academic program for which you wish to apply for graduation by clicking on the description under the Select an Academic Program section.

*Note: Only those students who are eligible to graduate by the selected term will be able to continue with their graduation application.*

6. Select the Expected Graduation Term from the dropdown box.

7. Click the CONTINUE button.
8. On the **Verify Graduation Data** page, click the **Submit Application** button.

   ![Image of Verify Graduation Data page]

   **Apply for Graduation**

   **Verify Graduation Data**

   **Program: Undergraduate**

   Queens College | Undergraduate

   Degree: Bachelor of Science
   Major: Graphic Design BS
   Minor: Business & Liberal Arts Minor
   Expected Graduation Term: 2012 Fall Term

   [SELECT DIFFERENT PROGRAM] [Submit Application] [SELECT DIFFERENT TERM]

9. The **Submit Confirmation** page displays.

   **Apply for Graduation**

   **Submit Confirmation**

   ![Checkmark] You have successfully applied for graduation.

**End of Procedure.**