

## How Do I Apply for Degree Conferral (Graduation)?

Through the myIIT portal, choose the Academics tab, followed by the Student Records link.

The screenshot shows the myIIT portal interface. At the top, there is a navigation bar with the IIT logo and the text "ILLINOIS INSTITUTE OF TECHNOLOGY". Below this, a welcome message reads "Welcome John A. Crispino" and "You are currently logged in." To the right of the welcome message are several utility icons: E-mail, Calendar, Groups, blackboard, people admin, ots support, library e-resources, cognos, Logout, and Help. A secondary navigation bar contains tabs for Welcome, Academics (circled in red), Student Life, Finances, Teaching, Work, Banner Finance, Library, Research, My Stuff, and Training and Support. The date "November 8, 2010" is displayed on the right. Below the navigation bar are three main content areas: "Academic Profile" (with links for Advisor and General Student Information and Holds), "Registration Tools" (with links for Registration Status, Look Up Classes, Add or Drop Classes, and Change Class Options), and "Banner Student Self Service" (with links for Banner Self Service, Registration, Student Records (circled in red), Student Account, Update/View Personal information, and Order Official Transcripts). A small "About this Tab - Academics" box is also visible.

From the Student Records menu, select Apply to Graduate.

The screenshot shows the "Student Records" menu. At the top, there are tabs for Personal Information, Student (selected), Financial Aid, Faculty Services, and Employee. Below the tabs is a search bar with a "Go" button. The menu items are: View Holds, Midterm Grades, Final Grades, View Unofficial Transcript, Course Catalog, View Student Information, Class Schedule, Order Official Transcript, Apply to Graduate (circled in red), View Application To Graduate, and View Application To Graduate. At the bottom of the menu, it says "RELEASE: 8.4".

Please note, undergraduate students must be classified as **fourth** or **fifth** year students in order to access the online Graduation Application.