

How to Apply to Graduate

Students need to Apply to Graduate during their final semester. The deadline is typically November 30th for Fall graduates and March 15th for Spring graduates. Every student that intends to participate in the commencement ceremony in May MUST go through this process. All students are encouraged apply, as it ensures that the campus knows your plans and has up to date information for your diploma. More details on graduation here: <http://www.canton.edu/commencement/>

- 1) Log in to [UCanWeb](#)
- 2) From your Main Menu, choose Student Menu then Student Records

The screenshot shows the UCanWeb interface. At the top, there are navigation tabs: MAIN MENU, Student Menu, Personal Information, and Miscellaneous Student Requirements. Below the tabs is a search bar. The main content area is divided into two columns. The left column is titled 'Main Menu' and contains several links, including 'Student Menu' which is highlighted with a red box. The right column is titled 'Student Menu' and contains links for 'Registration', 'Student Records', 'Financial Aid', 'Residence Life', and 'Billing Menu'. The 'Student Records' link is also highlighted with a red box. A red arrow points from the 'Student Menu' link in the left column to the 'Student Records' link in the right column.

- 3) On the Student Records page, choose “Apply to Graduate/RSVP for Commencement”:

Student Records

- UCanWeb 9 - View Grades
- UCanWeb 9 - View Grades (TUTORIAL)
- UCanWeb 9 - Degree Evaluation
- UCanWeb 9 - Apply to Graduate/RSVP for Commencement
- UCanWeb 9 - View Application To Graduate
- Request a Printed Transcript
- UCanWeb 9 - View Academic Transcript
- View Academic Transcript - For Inactive Students
- UCanWeb 9 - Request Enrollment Verification
- UCanWeb 9 - View Status of Enrollment Verification Requests

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- 4) Follow instructions as prompted.