How to Apply to Graduate Online

Open up a web browser and navigate to https://www.ohsu.edu/education/student-self-service and select Current Students:
Select Apply to Graduate:
Review your program information and make sure it is correct. If it is, then select current program and click continue. If it is not correct, contact the Registrar’s Office at regohsu@ohsu.edu or call 503-494-7800.

Student Graduation Application
Curriculum Selection

Term *
Fall 2020

Select your intended graduation degree/major. You can only apply for one degree per term online. If you do not already see your current program listed, select any term from the drop-down menu and your program information will appear. (Note: this is not your graduation term; you will select your intended graduation term later on in the graduation application process.)

Current Program

- Master of Nursing
  - Level: Nursing Graduate
  - College: School of Nursing
  - Campus: Portland Campus
  - Major: Nurse Anesthesia

Continue
Select the term in which you plan to graduate from the drop down menu, then click continue.
Select your diploma name:

Select the name to be printed on your diploma from the drop-down menu below. This is also how your name will be printed in the commencement program. If you choose “New” and click “Continue”, you will be taken to a new screen to enter the diploma name you desire. If the “Current Name” in the drop-down is correct, select it and click “Continue”. We can only print your name on your diploma as it appears in your student record. If you have recently changed your name and haven't updated your student record yet, please go to the Registrar’s website (https://www.ohsu.edu/registrar) and follow the directions on the Change of Address/Name Form.
Confirm name again and click continue:
Review all of the information listed on your graduation application. If everything is correct then select Submit Request. If your program information is not correct then contact the Registrar’s office at 503-494-7800.

<table>
<thead>
<tr>
<th>Graduation Application Summary</th>
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<tbody>
<tr>
<td>Graduation Term</td>
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<tr>
<td>Diploma Name</td>
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<td>Curriculum</td>
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<td>Level</td>
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<tr>
<td>Campus</td>
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<tr>
<td>Portland Campus</td>
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</tbody>
</table>

[Submit Request]
You will see a confirmation page confirming that your graduation application has been submitted:

Student • Graduation Application

Acknowledgement

Dear [Name]!

Congratulations! You have successfully submitted your application to graduate from OHSU. Your student account will be charged a graduation fee (according to the applicable Academic Year Tuition & Fee Book) during the term you plan to graduate.

Your diploma will be mailed to the current mailing address on file with the Registrar's Office when your graduation is processed.

To update your current mailing address, visit the Personal Information page (link) and enter a new address.

If you have any questions you can contact the Registrar's Office at:
regohsu@ohsu.edu or 503-494-7800
You can also view your submitted application by selecting View Graduation Application from the student services menu:

```
<table>
<thead>
<tr>
<th>Graduation Application</th>
<th>Application Number</th>
<th>Request Date</th>
<th>Application Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>1</td>
<td>11/05/2020</td>
<td>Active Application</td>
</tr>
</tbody>
</table>

**Application Status Date:**

11/05/2020

**Graduation Term**

- **Date:** 12/31/2020
- **Term:** Fall 2020
- **Year:** Academic Year 2020-2021

**Diploma Name**

- First Name: [Redacted]
- Last Name: [Redacted]

**Curriculum**

- **Primary Degree:** Master of Nursing
- **Level:** Nursing Graduate
- **College:** School of Nursing
- **Campus:** Portland Campus
- **Major:** Nurse Anesthesia