## How to Apply to Graduate Online

Open up a web browser and navigate to <u>https://www.ohsu.edu/education/student-self-service</u> and select Current Students:

Education			OHSU Home Search all of OH	Find a Doctor	MyChart	Donate Enter key	Jobs Directions word	Contact	
About Academics and Re Admissions	egistrar and Financial Aid	Student Life	Explore Science Education	Library	Alun Profe	nni and ssionals	Academic Policy	/	
Education > Student Self Service									
Education at OHSU	Student	Solf Son	ico			Со	ontact the Regist	trar	
About	Student	Sell Selv	ice			Hou	Hours: Monday - Friday, 7:30 a.m 4 p.m.		
Academics and Admissions	The Student Information System (SIS) is a secure, interactive application wi register for classes, view and pay student bills, sign up for direct deposit, up information, view degree audit, manage and accept financial aid awards, an			lication where st deposit, update o awards, and orde	udents can contact er official	Pho 800	Phone: 503-494-7800 🧈 or 800-775-5460 🥏		
Registrar and Financial Aid	transcripts.					Fax:	Fax: 503-494-4629 🤳		
Tuition and Fees Financial Aid	Current Students (OHSU Network Account) Alumni and Former Students (UID and PIN) New students					Ema	Email the Registrar 🖾		
Registrar					Loca 112	ation: Mackenzie Hall, I 20	Room		
Student Self Service     Faculty Self Service     Faculty & Advisor Self Service Training					+ 318 Roa	I Code L-109 I S.W. Sam Jackson Pa d	rk		
Official Transcripts     Undate Personal Information	Former students and alumni			+ Port	Portland, OR 97239-3098				
Academic Calendar and Deadlines				+					
Student Life Explore Science Education	System maintenance	e				+			

## Select Apply to Graduate:

Stud	ent Services	
	Helio	
-	Welcome to the OHSU Student Information System (SIS) OHSU is transitioning to a new version of this system. Some its	ems below use an older version of the user interface.
	Current students with an OHSU Network Account (logging in with @ohsu.edu email)	Alumni, Former, and Future Students without network credentials (logging in with UID and PIN)
	Registration & Degree Requirements    Registration Home    Degree Audt   Addt   Addt to Graduate	Registration & Degree Requirements     Registration Home     Textbook Listing
	View Oraduation Application     Textbook Lipping	Academic Records     . View Unofficiel Transcript
	Academic Records     View Grades     View Institute Transmit	Other Official Transcripts     Student Accounts Receivable

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.

Home			* 💽	
Student • Graduation /	Application			
Confirm Current Pro	ogram			
Term				
Winter 2025				
Select your intended grad drop-down menu and yo application process.)	duation degree/major. You can only apply for ur program information will appear. (Note: th	one degree per term online. If you do r is is not your graduation term; you will	not already see your current program listed, select any term from select your intended graduation term later on in the graduation	the
Doctor of Medicine				
Level	College	Campus	Major	
Medical	School of Medicine	Portland Campus	Medicine	
Continue				

Select the term in which you plan to graduate from the drop down menu, then click continue.

	* 🗵
Student  Graduation Application	
Graduation Term Selection	
Current Program	
Doctor of Medicine	$\sim$
Select your Graduation Term Graduation Term *	
Select	
Back Continue	

## Confirm your name as you'd like it to appear on your diploma, then click continue.

	Home	* 💿
St	tudent  Graduation Application	
D	iploma Name Selection	
	Current Program	~
	Doctor of Medicine	
	Select the name to be printed on your diploma from the drop-down menu below. This is also for choose "New" and click "Continue", you will be taken to a new screen to enter the diploma namit and click "Continue". We can only print your name on your diploma as it appears in your student record yet, please go to the Registrar's website (https://www.ohsu.edu/reform.	how your name will be printed in the commencement program. If you me you desire. If the "Current Name" in the drop-down is correct, select dent record. If you have recently changed your name and haven't registrar) and follow the directions on the Change of Address/Name
	Select a Name for your Diploma * Select	
	Back	

Apply your Graduation Fee to your Student Account, then 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.

Student					
Graduation Application Summary					
Graduation Term Term Summer 2024					
Ceremony Attend Ceremony No					
Diploma Name First Name	Middle Name	Last Name			
Curriculum Current Program Doctor of Medicine Leval Medical	College School of Medicine	Campus Portland Campus	Major Medicine		
Graduation Charges Fee \$80.00	Peyment Method Applied to Student Account				
Eack Submit Request					

You will see a confirmation page confirming that your graduation application has been submitted:

#### Student Graduation Application

### Acknowledgement

Dear

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:

Student   Graduation Application					
Graduation Application Name	Application Number 1	Request Date 05/06/2024	Application Status Active Application		
Application Status Date 05/06/2024					
Graduation Term	_				
Date 09/20/2024	Term Summer 2024	Year Academic Year 2024-2025			
Ceremony Attend Ceremony No					
Diploma Name First Name	Middle Name	Last Name			
Curriculum Primary Degree Doctor of Medicine					
Level Medical	College School of Medicine	Campus Portland Campus	Major Medicine		
Graduation Charges Fee \$60.00					

Payment Method

Applied to Student Account