

Graduation Application Instructions

1. Log on to Pipeline
2. Select Student Services
3. Select Student Records
4. Select Apply to Graduate

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Student Records

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5. Press submit to display curriculum for graduation application. There will only be one term option to select.

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Curriculum Term Selection

Press Submit to display curriculum. This term is the latest term of your registration, NOT the term in which you plan to graduate.

Select a Term:

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6. Select your curriculum. If you have more than one degree and/or certificate listed, you must submit a separate application for each. Select Continue.
 - a. Read the **IMPORTANT** information at the top of the page.
 - b. You can only apply to graduate once you have 76 earned credits.

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Curriculum Selection

IMPORTANT:

- If you have more than one degree and/or certificate, you **MUST** submit a separate application for each.
- If the information below is not correct, **DO NOT** apply to graduate. You will need to file a declaration of major form first, found at www.hamline.edu/registrar/forms.
- Only majors, minors, and undergraduate certificates (paralegal (legacy only), forensic sciences, conflict studies, and TEFL) will appear on the graduation application.
- No curriculum will appear until you have earned 76 credits (or 60 credits for 3-3 students).

Select Curriculum

Current Program

Bachelor of Arts

Level: Undergraduate

College: College of Liberal Arts

Major and Department: Art, Studio Arts & Art History

7. Select the term in which you plan to complete all degree requirements. **NOTE:** This is not necessarily the term during which you'll participate in commencement. Select Continue.
 - a. If your intended graduation term does not appear, it is too early to apply for that term. Graduation applications will only be available 12-16 months prior to the graduation date.

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Graduation Date Selection

Select the term in which you plan to complete all degree requirements. NOTE: This is not necessarily the term during which you'll participate in commencement.

* indicates required field

Curriculum
Current Program
 Bachelor of Arts
Level: Undergraduate
College: College of Liberal Arts
Major and Department: Art, Studio Arts & Art History

Select Graduation Date
Graduation Date:*

None
 None
 Term: Fall 2018
 Term: Winter 2019
 Term: Spring 2019
 Term: Summer 2019
 Term: Fall 2019
 Term: Winter 2020
 Term: Spring 2020
 Term: Summer 2020

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8. Please verify your name as it will appear on your diploma. Choose New or Current Name. Select Continue.

NOTE: This is also the name that will appear in the commencement program and be read as you walk at commencement. It is recommended that you use your legal name, specifically for international students or students interested in working abroad.

 - a. If you need to make changes to your official name on all of your student records, complete the Name Change form found at www.hamline.edu/registrar/forms

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Diploma Name Selection

Select the name to be printed on your diploma. This is also the name that will appear in the commencement program and be read as you walk across the stage at commencement. Your legal name will remain on your student record. To change your student records, complete the Name Change Form found at www.hamline.edu/registrar/forms.

IMPORTANT: Use of your legal name is recommended, especially for international students or students interested in working abroad. Using your legal name will assist employers and governments with matching your diploma to your academic record.

There is a fee for reprinted diplomas.

Questions? Email registrar@hamline.edu.

* indicates required field

Name
Name: Joshua L. Nelson
Current Diploma Name:

Select a Name for your Diploma
One of your Names:*

None
 None
 New
 Current Name (Joshua L. Nelson)

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- b. If you select New, you will be prompted to enter your Diploma name and select Continue.
 - c. If you select Current Name, your information will auto populate. Please verify and select Continue.

Diploma Name Selection

Review and edit the name to be printed on your diploma. This is also the name that will appear in the commencement program and be read as you walk across the stage at commencement. Your legal name will remain on your student records, complete the Name Change Form found at www.hamline.edu/registrar/forms.

IMPORTANT: Use of your legal name is recommended, especially for international students or students interested in working abroad. Using your legal name will assist employers and governments with matching your diploma to your student records. There is a fee for reprinted diplomas.

Questions? Email registrar@hamline.edu.

* indicates required field

Name For Diploma

First Name:

Middle Name:

Last Name:*

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9. Verify your information is correct and Submit Request

Graduation Application Summary

RETURN TO MENU HELP EXIT
9097655 Joshua L. Nelson
Oct 02, 2018 03:13 pm

This is the information that will be submitted for your application to graduate.

Graduation Date

Term: Fall 2018

Diploma Name

First Name: Joshua

Middle Name: L

Last Name: Nelson

Curriculum

Current Program

Bachelor of Arts

Level:

Undergraduate

College:

College of Liberal Arts

Major and Department:

Art, Studio Arts & Art History

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10. Congratulations! You have now completed all necessary steps to submit one online graduation application. Please read the important information on the top of the page.

- a. If you have multiple degrees and/or certificates, you must go back to the Student Services tab and submit a graduation application for each one.

Graduation Application Signature Page

If you have multiple degrees and/or certificates, please be sure to click on the Student Services tab and submit a graduation application for each one.

You are strongly encouraged to run a quick online degree evaluation in Pipeline to monitor your progress towards graduation. Click on Student Services – Student Records – Degree Evaluation.

For more information regarding graduation, go to www.hamline.edu/registrar/graduation.

For information regarding the Commencement Ceremony, go to www.hamline.edu/commencement.