

## TOURO COLLEGE & UNIVERSITY SYSTEM REGISTRAR'S OFFICE

## How to apply for graduation

- Log in to your <u>TouroOne portal</u>
- Click on the Academic tab



• On the bottom left, click the **Apply to Graduate** button



- Follow the prompts and Confirm your Program/Degree
- Double **check that your name is being displayed correctly.** If any changes are needed contact your local registrar's office directly\*
- Online application for graduation is currently open and close on April 30 2018.
- While applying for graduation, go to Degree Works tool located under TouroOne portal to review your degree completion progress. Contact your dean, advisor or local registrar's office if you have any questions.

<sup>\*</sup>Students who submit any change of name requests after their diploma has been printed out will acquire an additional fee and will be required to return their original diploma.