

Graduation Application User Guide

The purpose of this guide is to provide instructions for applying for graduation in Patriot Web.

1. Login to [Patriot Web](#).
2. Click on the **Student Services** tab.
3. Click on **Student Profile**.

GEORGE MASON UNIVERSITY

Personal Information | **Student Services** | Financial Aid

Search

[RETURN TO MENU](#) | [SITE MAP](#) | [HELP](#) | [EXIT](#)

Student Services

➔ **Attention Students:**
Before adding yourself to the waitlist for a course, or if you are currently waitlisted for a course, please read the [Waitlist Guide](#) for more information.

NOTE:
Paper bills are not mailed for semester charges, and all bills are provided electronically. Monitor your Masonlive email account for notices regarding eBills, which will be available through the Bill and Payment System.

By registering for classes, students accept responsibility for the semester charges. Students must confirm the withdrawal from all classes that they do not intend to complete by the deadlines listed in the Academic Calendar. Failure to receive an eBill does not relieve the student from financial responsibility. **Classes are not dropped for non-payment or non-attendance.**

Registration
Check your registration status, time ticket, and override notification; Register, add or drop classes; Adjust variable course credit; Display your class schedule.

Student Records
Check your grades; View your holds; View student information; Update your expected date of graduation; Order Enrollment Verification; View your Unofficial Transcript; Order your Official Transcript.

Student Account
[View your account information](#); [View tax \(1098-T\) information](#).

Student Profile

RELEASE: 8.10

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[SITE MAP](#) | [HELP](#) | [EXIT](#)

Reminder – For security reasons, please exit Patriot Web and close all browser windows when done.

Personal Information
View or update your address(es), phone number(s), and emergency contact information; View your e-mail address; View name change & social security number change information.

Student Services

Financial Aid
Apply for Financial Aid; Review the status of your financial aid applications; Check status of document requirements; Review loans.

[Return to Homepage](#)

RELEASE: 8.9.2.1

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4. Click **Apply to Graduate**.

GEORGE MASON

Student • Student Profile

Student Profile - Stufpref 10/31/21 Vrr (G00074006) CO

Term: **Fall 2023 Current term** Stand

CONFIDENTIAL	Level:
Stufpref 10/31/21 Vrr	Class:
Curriculum and Courses	Status:
Prior Education and Testing	Student Type:
Additional Links	Residency:
Degree Works	Campus:
Registration and Planning	First Term Attended:
Registration Fee Assessment	Matriculated Term:
Purchase Textbooks	Last Term Attended:
Student Schedule	Leave of Absence:
Week at a Glance	
View Grades	
Apply to Graduate	Advisors
Order Official Transcript	Primary / Major Advisor
View Unofficial Transcript	Athletic Advisor
Order Enrollment Verification	Athletic Advisor, Other Advisor
	Major Advisor
	Minor Advisor
	Success Coach

- Select your **Current Program** and click **Continue**. Note: If you have two programs, complete the steps for your first program, and then repeat the entire process for the second.

GMU Stufpref 10/31/21 Vrr

Student • Graduation Application

Curriculum Selection

Term

Fall 2023

Current Program ←

Bachelor of Arts

Level	College	Major
Undergraduate	Humanities & Social Sciences	Communication

Continue

6. Choose your **Graduation Term** and click **Continue**. Choose the term in which you will have **completed ALL degree requirements**. Students intending to walk in the May Commencement ceremony who are completing required coursework in the Summer **must** select Summer.

GMU Student Graduation Application

Graduation Date Selection

Current Program: Bachelor of Arts

Graduation Term Selection

Graduation Term *
Select

Back Continue

7. The next screen will display the name to be printed on your diploma. Use the drop-down to select or change the name to be printed on your diploma or select "New" to add a new diploma name. Click **Continue**.

GMU Student Graduation Application

Diploma Name Selection

Current Program: Bachelor of Arts

Enter the name to be printed on your diploma. Use "One of your Names" to select or change the name to be printed on your diploma. If a current diploma name exists, you may keep it by selecting "Keep Diploma Name."

Name
Test1 Q1 052123 Vrr testing anything

Select a Name for your Diploma *
Select

Back Continue

8. Select your diploma mailing address. Choose your current address or "new" to enter a new address as your diploma mailing address. If you choose "new," carefully enter the address you want your diploma mailed to.

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Student » Graduation Application

Diploma Mailing Address Selection

Current Program
Bachelor of Arts

Mailing Address For Diploma

Please select State (Province) and Zip (Postal Code) or select Nation to proceed.

One of your Addresses *
Select

Back Continue

9. Review the summary information. Click **Submit**.

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Student » Graduation Application

Graduation Application Summary

Graduation Term
Term
Fall 2023

Diploma Name
First Name Middle Name Last Name
Testi B. Q2 2020 Vrr

Diploma Mailing Address
Street City State or Province Zip or Postal Code
0706 Stafford Virginia 22406
Test Lane

Curriculum
Current Program
Bachelor of Arts
Level College Major
Undergraduate Humanities & Social Sciences Communication

Back Submit Request

10. A confirmation page will be displayed. Additional information will be sent to your Mason email address.

Student » Graduation Application

Acknowledgement

Your graduation application has been submitted. Additional information will be sent to your Mason email address.

Sincerely,
Office of the University Registrar
G00074006/10

For more information on this topic, please contact degree@gmu.edu.