

# Emory College Degree Application Process

## Step 1: Complete the OPUS Application

- A. In OPUS, select the **Academic Records** or **Academic Progress** tile (as shown), then click “Apply for Graduation” from the drop-down menu.



*In order to access the form, your expected graduation date must be for the current term. Check your expected graduation date in OPUS and complete [this form](#) if you need to update your graduation term. Changes may take up to 48 hours to process. If you are within 2 days of the application deadline, please contact [ec.graduation@emory.edu](mailto:ec.graduation@emory.edu) for support.*

- B. Select the academic program (for Emory College students this will be Bachelor of Arts or Bachelor of Science)
- C. Select the **expected graduation term from the drop-down menu**. The only option available for Emory College students will be the current term.
- D. Click “**Submit Application.**”

- E. You will be directed to the **confirmation page** as shown. **Save** a screenshot of the OPUS confirmation page and/or the email confirmation you receive for later use, which you will upload during Step 2 as the “**OPUS Confirmation.**”



**Please note:** If you are applying to graduate after the application deadline (February 17, 2023) you will be unable to complete the OPUS Application online. Please complete the [paper degree application](#) and upload during Step 2 of this process.

## Step 2: Emory College Degree Application

Use [this link](#) to access the Emory College Degree Application and complete the following tasks:

- Enter contact information and details about your academic program(s) and courses
- Student Activities Questionnaire + Senior Exit Survey
- Obtain a signature from your major/minor department(s) to confirm that you have completed all major/minor requirements
- Upload these documents for review by OUE staff
- Review, sign, and submit the application

Once submitted, you will be able to track your graduation application via [College Connect](#). Questions about this process, or graduation in general, may be directed to [ec.graduation@emory.edu](mailto:ec.graduation@emory.edu).