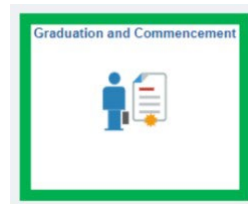# Degree Application – Dual Degree Students

Complete the OPUS Application

A. Email ec.graduation@emory.edu to **request access to OPUS** after your time away from Emory. Once your OPUS account is active again, you can login with your existing password or reset to a new password if needed. If you need to reset your password, call the University Service Desk at **404-727-7777** for assistance.

B. Once you have gained access to OPUS, login and select the **"Graduation & Commencement"** tile as shown.

C. Navigate through **each item** on the left navigation menu, which includes confirming your **Diploma Name, Diploma Mailing Address, and your Post-Graduation Contact Information.** Confirming this information is important to ensure accurate diploma printing and mailing.

D. At the **"Apply for Graduation"** tab, select your academic program. For Emory College students, this will be Bachelor of Arts or Bachelor of Science. Next, select the **Expected Graduation Term** from the drop-down menu. The current term should be the only option.

E. Click **"Submit Application."** You will receive a confirmation email from the University Registrar with instructions for completing Step 2 in College Connect. **However, you will not need to complete Step 2 in College Connect as a dual degree student.**

   If you have questions about completing the OPUS application, please reach out to ec.graduation@emory.edu for assistance.

> **Please note:** If you are applying after the application deadline (July 2 2025 and beyond) you will be unable to complete the OPUS Application online. Please complete the PDF degree application and email to ec.graduation@emory.edu. However, we still recommend logging into OPUS to **confirm that your diploma name and mailing address are correct** (Item C above).

Transcript Release

After you have submitted your graduation application in OPUS, please fill out the Transcript Release Authorization form and email a signed copy to ec.graduation@emory.edu. Submission of the form permits Georgia Tech to send your final transcript to Emory. Once your transcript from Georgia Tech has been received, any remaining credits needed for your Emory degree will be posted as transfer credits.