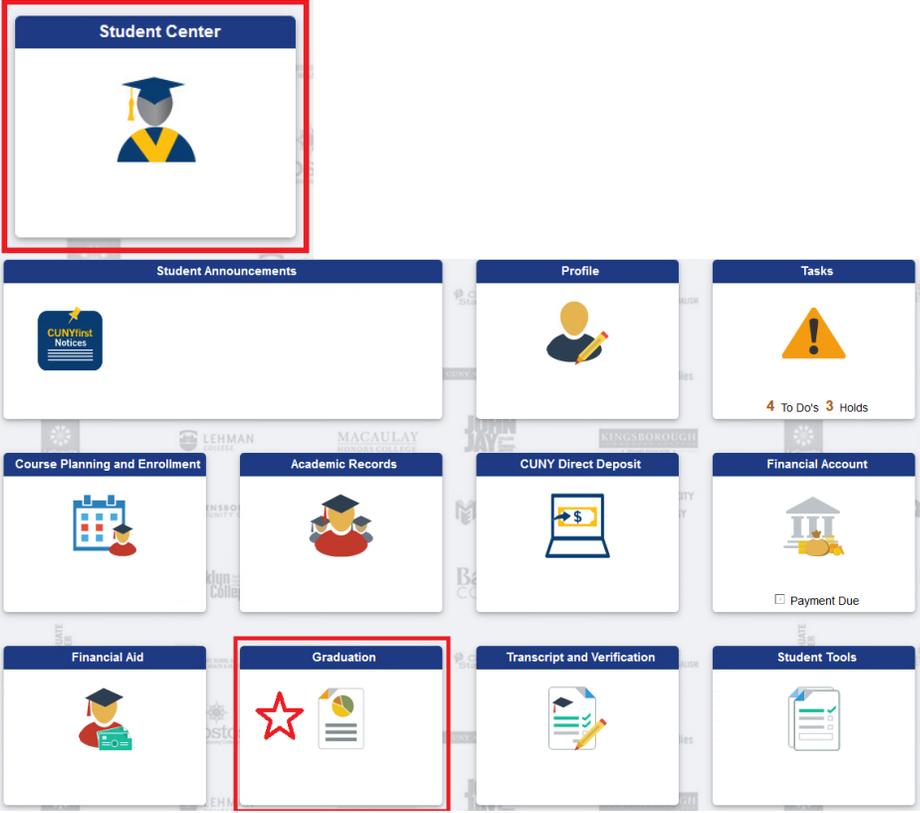


## CUNYfirst Graduation Application Steps

**Background** The first day to apply for graduation is the first day of early registration for the term, and the last day to apply for graduation is posted on our [Academic Calendar](#) which is approximately the end of 4<sup>th</sup> week of classes in fall and spring terms.  
Please consult the [Academic Calendar](#) for the first and the last date to apply for graduation for a given term

**Procedure**

Step	Action
1	Sign into <b>CUNYfirst</b> ( <a href="https://home.cunyfirst.cuny.edu">https://home.cunyfirst.cuny.edu</a> ) with your CUNYfirst UserName and Password.
2	<p>Select <b>Student Center</b> → <b>Graduation</b> → <b>Apply for Graduation</b></p> 

3

Click on the **Apply for Graduation** link after confirming the academic program you intend to complete at end of the term, and the term you wish to graduate

The screenshot shows the 'Student Center' interface. On the left sidebar, the 'Apply for Graduation' link is highlighted with a red box. The main content area displays the user's name 'Henry Moncada' and navigation buttons for 'Search', 'Enroll', and 'My Academics'. Below this, the 'Apply for Graduation' section is titled 'Submit an Application for Graduation'. A message states: 'Select the Apply for Graduation link to proceed with your application. If the link is not visible you may not be eligible for graduation at this time. Please see your Academic Advisor for more information.' The page lists two program options, both for 'Undergraduate' students. The first is 'University Operations | Undergraduate' with a major of 'Undergraduate'. The second is 'Kingsborough Community College' with a degree of 'Associate in Science' and a major of 'Business Administration AS'. This second program is highlighted with a red box. To the right of the second program, there is a blue 'Apply for Graduation' button with a red star icon next to it.

<p><b>4</b></p>	<p>From the Expected Graduation Term dropdown menu, select the term you intend to complete your requirements (i.e. 2022 Spring). Select Continue to verify your information (email and address).</p> <p><a href="#">Apply for Graduation</a></p> <hr/> <p><b>Select Graduation Term</b></p> <p>The academic program listed below was selected to apply for graduation. If this is not correct, return to the previous page and select a different academic program.</p> <p>Select a valid term to apply for graduation by selecting a value from the dropdown. Only terms in which you are able to apply for graduation will be displayed.</p> <div data-bbox="386 709 1219 1045"> <p><b>Program: Undergraduate</b></p> <p>Kingsborough Community College</p> <p>Degree: Associate in Science Major: Business Administration AS</p> <p>Expected Graduation Term <input type="text" value="select term ..."/></p> <p><b>Graduation Instructions</b></p> </div> <div data-bbox="727 856 1057 1010"> <p>select term ...</p> <p>2022 Spring Term</p> <p>select term ...</p> </div> <div data-bbox="375 1058 919 1094"> <p>Select Different Program      Continue</p> </div>
<p><b>5</b></p>	<p>Click "Submit Application". You will receive a message that you have successfully applied for graduation.</p> <p><a href="#">Apply for Graduation</a></p> <hr/> <p><b>Verify Graduation Data</b></p> <div data-bbox="386 1331 1263 1661"> <p><b>Program: Undergraduate</b></p> <p>Kingsborough Community College</p> <p>Degree: Associate in Science Major: Business Administration AS</p> <p>Expected Graduation Term 2022 Spring Term</p> <p><b>Graduation Instructions</b></p> <p>Please make sure to visit graduation information page accessible via the registrar website at <a href="https://www.kbcc.cuny.edu/registrar/graduate_this_semester.html">https://www.kbcc.cuny.edu/registrar/graduate_this_semester.html</a> for additional details.</p> </div> <div data-bbox="407 1696 1097 1801"> <p>Select Different Program      <b>Submit Application</b></p> <p>Select Different Term</p> </div>