

Student Center ▾

Holds, Tasks, and To Do List



Profile



Advising / Academic Progress



Manage Classes



Apply For Degree/Certificate

 Course History

 Grades & GPA

 Transfer Credit

 Academic Progress Report

 Transcripts

 Advising and Planning

 Graduation

Graduation Status

Expected Graduation Term

Apply for Degree/Certificate

Certificate students: Complete this form to apply for your Certificate. If you are ONLY applying for a Certificate, you are not eligible to participate in Commencement. Your Certificate will be mailed out approximately 8-10 weeks following the completion of your Certificate Program.

Cost - Within 1-2 business days, the charge for completed applications will be posted to your student account online billing portal in My.IllinoisState.edu. The charge(s) will be added to any existing balance (if applicable). All balances need to be paid by the billing deadline for that semester.

- Undergraduate or Graduate: \$25 per Certificate

Follow these steps to complete your application:

1. Verify that your Degree/Certificate Type and Academic Plan are correct. If they are NOT correct, exit the application, and contact the Office of the University Registrar at the appropriate email address below.
 - Students seeking bachelor's degree or undergraduate certificate, email Graduation@IllinoisState.edu.
 - Students seeking master's or doctoral degree, or graduate certificate, email Grad.Degree.Audit@IllinoisState.edu.
2. Click the 'Select to Apply' button. If it is not clickable, you may not be eligible to apply at this time. Exit the application and contact your Academic Advisor/Program Coordinator.

Arts and Sciences Undergrad

Illinois State University | Undergraduate

Academic Program	Academic Plan
	Legal Studies Addl Plan
Bachelor of Science	Sociology BS
	Women, Gender, & Sex Minor

☐ Select to Edit

Status Applied for Graduation

WGS Undergraduate Certificate

Illinois State University | Undergraduate

Academic Program	Academic Plan
Undergraduate Certificate	Queer Studies UGRD Certificate

☐ Select to Edit

Status Applied for Graduation

Edit

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Arts and Sciences Undergrad

Illinois State University | Undergraduate

Academic Program	Academic Plan
	Legal Studies Addl Plan
Bachelor of Science	Sociology BS
	Women, Gender, & Sex Minor

☒ Select to Edit

Status Applied for Graduation

WGS Undergraduate Certificate

Illinois State University | Undergraduate

Academic Program	Academic Plan
Undergraduate Certificate	Queer Studies UGRD Certificate

☐ Select to Edit

Status Applied for Graduation

Edit

Apply for Degree/Certificate

Next >

1 Degree/Certificate Term
Visited

Step 1 of 6: Degree/Certificate Term

2 Name on Degree/Certificate
Not Started

Selected Completion Term for [Illinois State University | Undergraduate](#)

3 Degree/Certificate Address
Not Started

Sociology BS, Legal Studies Addl Plan, Women, Gender, & Sex Minor

Expected Completion Term

Summer Semester 2027 ▼

4 Contact Details
Not Started

"Degree/Certification Term" is the semester in which you plan to finish your program requirements.

- Fall term/semester = December
- Spring term/semester = May
- Summer term/semester = August

5 Transfer Credit
Not Started

International Students: Before submitting this form, you must submit a [Program Completion Request](#) in the ISSS Portal to inform ISSS of your expected graduation.

6 Submit
Not Started

Commencement Ceremony (Degree-seeking students only):

You will receive instructions via email when it is time to register for your ceremony. Participation is optional. Visit [IllinoisState.edu/Commencement](#) for more ceremony information.

- 1

Degree/Certificate Term
Visited
- 2

Name on Degree/Certificate
Visited
- 3

Degree/Certificate Address
Not Started
- 4

Contact Details
Not Started
- 5

Transfer Credit
Not Started
- 6

Submit
Not Started

Step 2 of 6: Name on Degree/Certificate

To specify how you would like your name to appear on your degree/certificate, select or edit an existing name. To add a new name, click the + sign or "Add Name" button.

Note: If you are completing both a degree and a certificate in the same semester, the Degree Name provided below will be printed on both.

Names

Select	Name Type	Name
☒	Degree	<div></div>

< Previous

Next >

1 Degree/Certificate Term
Visited

2 Name on Degree/Certificate
Visited

3 Degree/Certificate Address
Visited

4 Contact Details
Not Started

5 Transfer Credit
Not Started

6 Submit
Not Started

Step 3 of 6: Degree/Certificate Address

Select or edit where your degree/certificate should be mailed approximately 8-10 weeks after the completion of your final semester. To add a new address, click the + sign or "Add Address" button.

Note: If you are completing both a degree and a certificate in the same semester, both will be mailed to the Degree Address provided below.

Addresses

<div>+ </div>		
Select	Address Type	Address
<div><div></div><div>✓</div></div>	Degree	<div></div>

Apply for Degree/Certificate

[< Previous](#) [Next >](#)

- 1

Degree/Certificate Term
Visited
- 2

Name on Degree/Certificate
Visited
- 3

Degree/Certificate Address
Visited
- 4

Contact Details
Visited
- 5

Transfer Credit
Not Started
- 6

Submit
Not Started

Step 4 of 6: Contact Details

Please select, edit, or add the contact information that you would like to use for this application. If you want to add a new phone number, click the + sign.

Email

Select	Type	Email	Preferred	
☒	Campus	[REDACTED]	✓	>
☐	Personal	[REDACTED]		>

Phone

Select	Type	Phone	Preferred	
☒	Mobile	[REDACTED]	✓	>
☐	Home	[REDACTED]		>

Apply for Degree/Certificate

[< Previous](#)[Next >](#)

1 Degree/Certificate Term
Visited

2 Name on Degree/Certificate
Visited

3 Degree/Certificate Address
Visited

4 Contact Details
Visited

5 Transfer Credit
Visited

6 Submit
Not Started

Step 5 of 6: Transfer Credit

Please indicate whether you will be submitting transfer credit to fulfill your degree requirements.

If yes, please submit official transcripts to ExternalTranscript@ilstu.edu or Illinois State University, Office of the University Registrar, Campus Box 2202, Normal, IL 61790-2202. Transcripts with final grades should be received as soon as possible after grades are posted but no later than the published deadline in the [Academic Calendar](#).

Select

1

No ▼

Will you be submitting transfer credit not currently on your record to fulfill your degree requirements?

Apply for Degree/Certificate

1Degree/Certificate TermVisited

2Name on Degree/CertificateVisited

3Degree/Certificate AddressVisited

4Contact DetailsVisited

5Transfer CreditVisited

6SubmitVisited

Step 6 of 6: Submit

Submit

Upon submission of this application, you will receive an email confirmation. The charge for the completed application(s) will be posted to your student account online billing portal in My.IllinoisState.edu within 1-2 business days. The charge(s) will be added to any existing balance (if applicable). All account balances need to be paid by the billing deadline for that semester and prior to graduation/completion.

You may return to this application if you need to make any edits. Please be aware that applications submitted, or edited, late in the semester may not be reflected or included in University publications (e.g. commencement program).

Note: Participation in the commencement ceremony and inclusion in the commencement program book are limited to students earning a degree (e.g., bachelor's, master's, doctorate). If you are completing only a certificate and are not receiving a degree this term, you are not eligible to participate in a commencement ceremony and will not be listed in the program book.

1	Degree/Certificate Term Visited
2	Name on Degree/Certificate Visited
3	Degree/Certificate Address Visited
4	Contact Details Visited
5	Transfer Credit Visited
6	Submit Visited

Step 6 of 6: Submit

Submit

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Are you sure you want to proceed with the submission?

Yes

No

Success! Your Application for Degree/Certificate was successfully submitted.

 View Grades

 View Unofficial Transcript

 Apply for Degree/Certificate

All students must apply to be ~~admitted~~ for graduation or certificate completion. The application must be submitted by the [application deadline](#) for the semester you plan to complete your requirements. If you are applying for more than one degree and/or certificate, you will need to fill out a new application for each degree/certificate you wish to earn.

Degree-seeking students: Complete this form to apply for your degree/diploma. Completing this form does NOT register you for a commencement ceremony. You will be contacted by email when ceremony registration opens.

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- Undergraduate: \$35
- Graduate: \$40

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▼ Arts and Sciences Undergrad

Illinois State University | Undergraduate

Academic Program	Academic Plan
	Legal Studies Addl Plan
Bachelor of Science	Sociology BS
	Women, Gender, & Sex Minor

☐ Select to Edit

Status Applied for Graduation

From: campussolutions-noreply@illinoisstate.edu <campussolutions-noreply@illinoisstate.edu>

Sent: Wednesday, October 28, 2026 9:34 AM

To: [REDACTED]

Subject: Graduation Application Confirmation and Next Steps



Dear [REDACTED]

Thank you for submitting your application for graduation. See next steps below!

Graduation Term: Summer Semester 2027

Payment Due: \$35

Application Submission Date: 2026-10-28-09.34.09.000000

Paying Your Application Fee

Within 1-2 business days, the charge for this application will be posted to your student account online billing portal in [My.IllinoisState.edu](https://my.illinoisstate.edu). Please pay your fee promptly.

Finalizing Your Degree

1. Midway through your final semester, a preliminary audit of your degree requirements will be completed by the Office of the University Registrar.
 - o If deficiencies are found, a deficiency statement will be sent to your Illinois State email address and to your advisor.
2. Continue to monitor your academic progress.
 - o Visit the Student Center, and click on the Advising/Academic Progress tile.
 - o Meet with your academic advisor to confirm degree requirements.
3. After grades have been reported, a final degree audit will be completed by the Office of the University Registrar.
 - o Upon successful completion of all degree requirements, your degree will be awarded.
 - o Diplomas will be ordered through our vendor and mailed approximately 8 to 10 weeks after grades have been reported.
 - o [Update your Degree Address](#), if necessary.
 - o [Order your official transcript](#), if necessary. Choose the "After Degree is Awarded" processing option to ensure your degree/certificate is included on your transcript.