Gies College of Business

How to add yourself to the Degree List!

What is the Degree List?

- The Degree List is the official list of students that anticipate graduating at the end of a term.
 - This has nothing to do with the Graduation Ceremony. This is the certification process the college must complete to say you have met all degree requirements.
- All students anticipating graduating at the end of a term **must** add themselves to the degree list by the 10th day of that semester via Self-Service.
- If you missed the 10th day deadline to put yourself on the degree list, you must complete Undergraduate Degree List Application form found on Gies Groups.
- If you do not put yourself on the degree list, you will not be certified and not officially graduate until you notify the college.
- YOU WILL <u>NOT OFFICIALLY GRADUATE</u> IF YOU ARE NOT ON THE DEGREE LIST



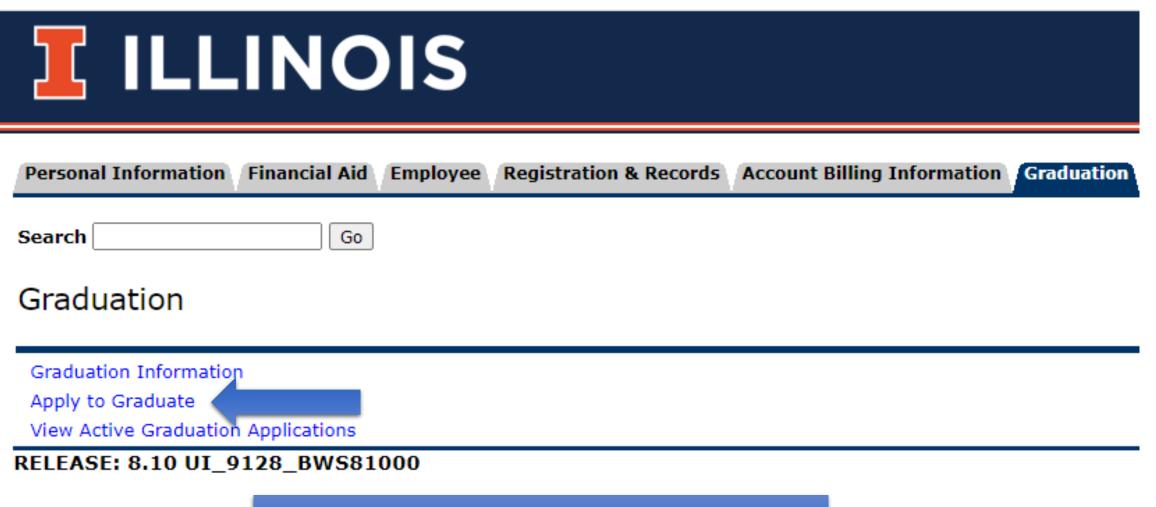
NIVERSITY OF ILLINOIS AT URBANA-CHAMPA	IGN			Hello Guest Logi
Course Explo	orer		Go	to subject
Home	Schedule	GenEd REQs	Search	Resources
Course Explorer				
A new resource provides contac	at information to request a reg	jistration override for various courses i	if needed.	Course Resources
				University Resources
The Course Explorer provides the	e schedule of classes by terr	n and a browsable database of gen	neral education	
requirements in addition to other	resources.			Academia Catalan
.	2 C L	University of Illinois at Urbana-Chan		Academic Catalog
Catalog, which maintains the official listing of courses, program, and degree requirements for undergraduate and graduate students.				
CLASS SCHEDULE				
Browse the schedule of classes for course in	nformation, times, locations, and instru	uctors listed by semester.		Register for Classes
GENERAL EDUCATION REQUIREM				
Browse core requirements students must sa	tisfy in order to graduate.			myillini
SEARCH COURSE EXPLORER Search the Class Schedule and General Education Requirements.				
REGISTRATION RESOURCES Course Explorer Tips				
Various links to helpful informational resource	es concerning registration.			
		Start b	y going to Co	
POPULAR COURSE RESOURCES				
ACADEMIC CATALOG The University of Illinois at Urbana-Champa	ion Academic Catalog, Browse the offi	Explore Explore	er (courses.Ill	inois.edu)
COURSES OF INSTRUCTION			gging into Sel	f-Service.
A list of all available courses in the Academi	c Catalog			
CHANGING MAJORS				
Detailed information regardir	 application timelines, and cont 	act information organized by college.		

SELF-SERVICE

Registration, financial aid, account and contact information for students. Class rosters, teaching schedules and contact information for faculty.

Personal Information Financial Aid	Employee	Registration & Records	Account Billing Information	Graduation	Refund Information	
Search Go]					
Main Menu						
Welcome,	to Banı	ner Self-Service! Last w	reb access on Nov	k on	the	
Attention: As a security precaution	, never click e	-mail or instant messenge	er links when logged Gra	duat	ion Tab	anner Self-Service.
Personal Information						
Financial Aid						
Registration & Records						
Graduation						
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Employee						
Refund Information						
Proxy Access Menu						

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Click on "Apply to Graduate"

	INC	OIS			
Personal Information	Financial Aid	Employee	Registration & Records	Account Billing Information	Graduation
Search	Go				

Curriculum Term Selection

Relect a term that will be used to identify the program(s) available for submitting your graduation application(s).

Select a Term: Spring 2024 - Urbana-Champaign ∨

Submit

Select the term you want to graduate

Personal Information	Financial Aid	Employee	Registration & Records	Account Billing Information	Graduation	Refund Information

Curriculum Selection

You must apply to each program to which you intend to graduate in the upcoming term.

If more than one program appears below and you intend to graduate from both, select either of the programs and submit that application. Then r

If the program to which you intend to graduate does not appear:

Go

- 1. Undergraduate or Professional students: contact your college office
- 2. Graduate students: contact your department.

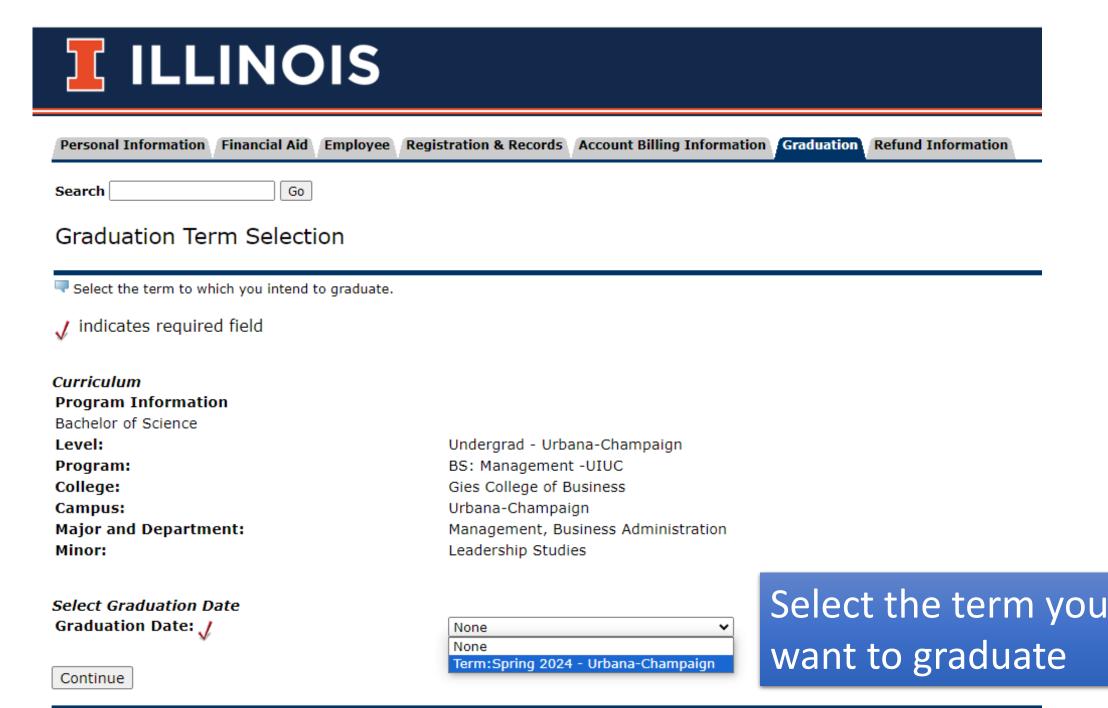
Select Curriculum

Search

Program Information
 Bachelor of Science
 Level: Undergrad - Urbana-Champaign
 Program: BS: Management -UIUC
 College: Gies College of Business
 Campus: Urbana-Champaign
 Major and Department: Management, Business Administration
 Minor: Leadership Studies

Review and Select the Curriculum. Make sure everything is correct





Go

Personal Information / Financial Aid / Employee / Registration & Records / Account Billing Information / Graduation / Refund Information

RETURN TO MENU SITE MA

Diploma Name Review

\blacksquare If the name to appear on the diploma is different from the nam	me displayed below (i.e. maiden name, middle initial or special characters in the name like accents, tildes, schwas, etc.), contact the Office of the Registrar.				
Name Name:	$ \begin{tabular}{ c c c } \hline \begin{tabular}{ c c } \hline \begin{tabular}{$				
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Confirm the nam	a vau'd like op vaur diploma. If it				
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is not correct or needs to be changed, you can					
email graduation@illinois.edu with the changes					
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Personal Information Financial Aid Employee Registration & Record	rds Account Billing Information Graduation Refund Information	
Search Go		
Graduation Application Summary	You will see a final	
	summary before you	
This is the information that will be submitted for your application to gra	iduate.	
	submit the request.	
Graduation Date Term:	Spring 2024 - Urbana-Cha Confirm everything	
Curriculum	is correct and hit	
Program Information		
Bachelor of Science	"Submit Request"	
Level:	Undergrad - Urbana-Cham	
Program:	BS: Management -UIUC	
College:	Gies College of Business	
Campus:	Urbana-Champaign	
lajor and Department: Management, Business Administration		
Minor:	Leadership Studies	

Submit Request

ILLINOIS

Personal Information Financial Aid Employee Registration & Records Account Billing Information Graduation Refund Information

Search

RETURN TO MENU SITE MAP HELP EXIT

Graduation Application Confirmation

Go

Thank you for submitting your application to graduate from the University of Illinois. You may print a copy of this page using your browser's print command or save this page to a file as confirmation of your submitted application.

If your graduation plans change, you must contact the College of Business at: Phone Contact Info: 333-2740 Email Contact Info: undergrads@business.illinois.edu

Additional Information

See the Office of the Registrar for more about University requirements and diploma information.

See Commencement for details about the University Commencement Weekend.

Once you submit your request you should take a screen shot of you conformation page for you records.