Guide to Self-Service Carolina Graduation Application
Step 1: Complete the application in SSC by selecting Apply to Graduate.
Select the term in which you plan to graduate.
Select curriculum for the graduation application.
If you are not registered for the term you wish to graduate, do not have enough earned hours or minimum grade point average, or have already applied to graduate, you will see this message “No curricula available for graduation application.”
Select the term in which you plan to graduate.

Select a term for your expected graduation.

* indicates required field

**Curriculum**

**Current Program**
- Level: Undergraduate
- College: College of Arts and Sciences
- Campus: USC Columbia
- Major: Chemistry

**Select Graduation Term**

<table>
<thead>
<tr>
<th>Graduation Term:*</th>
<th>None</th>
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<td>Term: Fall 2016</td>
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[Continue]
Select if you plan to attend the USCB ceremony or the Columbia ceremony, depending on the graduation term.
Selects the name to appear on the diploma.
Confirm the name for the diploma.
Select a mailing address for the diploma. All your active address are displayed. You can create a new diploma mailing address.
Update, create a new address, or confirm the address for the diploma.
Final Step: Confirm the Summary and Submit Request
You will then see a confirmation page that the application has been submitted for degree candidacy approval.

Dear

Your graduation application has been submitted to your college to be approved for degree candidacy.

If you have additional majors or degrees, please submit an additional application.

If your name has special characters, please contact commence@mailbox.sc.edu.

All communications regarding commencement will be sent to your University issued email address.

Office of the University Registrar
Commencement Team
Once the graduation application has been submitted, you can view details by selecting View Submitted Graduation Application.