



# GRIZZLY TRACKS TO GRADUATION



## How to complete the new Online Graduation Application!

- ⇒ Log on to your student Banner account
- ⇒ Click on the *Student* tab on the top navigation ribbon
- ⇒ Choose the *View Student Record* link
- ⇒ Choose the *Apply for Graduation* link
- ⇒ *Select a Term* (i.e. the term you most recently registered for classes). Click submit
- ⇒ Choose your current curriculum and make sure that all the information listed is correct. Read the additional instructions if you have a double concentration, double major, double degree and/or a minor. Once everything is confirmed, click continue
- ⇒ *Select Graduation Date*. Click continue
- ⇒ Choose the name to appear on your diploma (either your current official name listed in Banner or enter a new name by following the name change instructions). Click continue
- ⇒ *Select Payment Option*. Click continue
- ⇒ Check summary to make sure that all information is correct. Once everything is confirmed, click submit
- ⇒ Enter all required payment information. Click continue
- ⇒ Review all payment information to ensure that it is correct. Click submit payment
- ⇒ Make sure you receive a payment confirmation email. Click continue
- ⇒ Read over the confirmation instructions carefully and send any questions to [graduation@ggc.edu](mailto:graduation@ggc.edu). Good luck!

