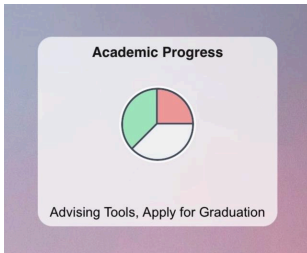
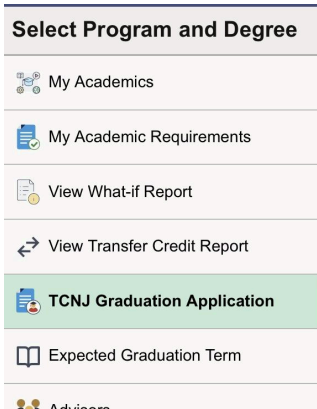


How to Apply For Graduation

1. Sign into PAWS and access your Student Center.
2. On the right side of your screen, click the “Academic Progress” tile.



3. On the left side of your screen, select the tab “TCNJ Graduation Application”.



4. Click on the hyperlink for your Academic Program.

Select Program and Degree

Select the academic program in which you wish to apply for graduation by selecting its description.

Select an Academic Program

Academic Program **Science**

Career Undergraduate

Degree Bachelor of Science

Major Biology (BS)

5. Select your expected graduation term and hit continue.

Select the appropriate term from the drop down. If no values are found, you are not eligible to apply for graduation at this time.

Expected Graduation Term 2025 Spring

Graduation Instructions

A late fee will be assessed after 2/20/25.

Select Different Program

Continue

6. Complete the form and click continue.

APPLICATION FOR CONFERMENT OF DEGREE

THIS APPLICATION IS FOR STUDENTS WHO WILL HAVE ALL DEGREE REQUIREMENTS COMPLETED BY THE END OF THE SEMESTER IN WHICH THEY ARE APPLYING. A NON- REFUNDABLE GRADUATION FEE OF \$100.00 WILL BE APPLIED TO YOUR STUDENT ACCOUNT. STUDENTS WHO APPLY AFTER THE APPLICATION DEADLINE WILL BE CHARGED AN ADDITIONAL \$35.00 LATE APPLICATION FEE AND THEIR NAMES MAY NOT APPEAR IN THE COMMENCEMENT BULLETIN.

If you do not complete all requirements and do not graduate in the semester you applied, you must re-apply for conferment of degree (The \$100.00 fee will not be re-assessed).

Diploma First Name

Diploma Middle Name

*Diploma Last Name

Suffix

Country

Address Line 1

Address Line 2

Address Line 3

Address Line 4

City State Postal Code

Will you attend your commencement in May?

For double/dual majors ONLY: Which ceremony will you attend?

To ensure that your name is pronounced correctly at commencement, please provide the phonetic spelling of your FULL name ([Instructions on how to spell your name phonetically](#))

Phonetic Name *

We now require that you create a [Name Coach](#) profile with a recording of your name pronunciation to ensure that your name is pronounced correctly at commencement. Please paste your [Name Coach](#) profile URL here ([Instructions on how to use Name Coach](#))

Name Coach URL *

In your final term will you take all your courses at TCNJ? Yes

Continue

7. On the next page, you will be able to verify that all of the information you have entered is correct. When everything is correct, select the Submit Application button to complete the process.

SUBMIT APPLICATION

8. If the application is successfully submitted, you will receive a confirmation message on the next page.

Apply for Graduation

Submit Confirmation



You have successfully applied for graduation.

However, a preliminary analysis of your Academic Requirements shows that some items may still remain unsatisfied. Please run your Academic Requirements from Student Center now. If requirements remain unsatisfied please contact both your academic advisor and your academic evaluator in the Office of Records and Registration.

Unsatisfied requirements need to be resolved prior to graduation.