Graduation Steps

- **Students must file a formal application to graduate**
- **The application deadline for undergraduate students is:**
  - ❖ **May degree –November 30**
  - ❖ **December degree –June 30**
  - ❖ **August degree –February 28**
- **Students should only apply if ALL their requirements will be completed at the end of the term in which they plan to graduate.**

- **Steps for checking degree progress via Degree Planner – APEX**
  1. Review your APEX to determine if all of your degree requirements have been met.
  2. If the program listed in APEX is not the program you intend to complete, please come to room 311 Patterson Office Tower to fill out a Change of Major/Minor Form. Do this before applying for your degree.
  3. Access your myUK account and click on the Student Services tab. Click on the myrecords tab. Click on Apply for a Degree on the left side of the screen. Follow the prompts to enter your degree information.
  4. If the program(s) you are applying for do not match those offered for your selection, you must contact Aaron Vaught at 859.257.2031 or aaron.vaught@uky.edu or come to Rm. 311 Patterson Office Tower.
  5. If you receive a message stating that you are not currently enrolled please fill out a Readmit for Degree form in room 311 Patterson Office Tower or www.uky.edu/graduate.
  6. After submitting your degree application you will receive a confirmation e-mail. Be sure to check your Junk mailbox if you do not see the e-mail in your inbox.

Please refer to www.uky.edu/graduate for other information regarding applying for a degree. If you have other questions not answered by this site you may contact Aaron Vaught at 850.257.2031 or aaron.vaught@uky.edu