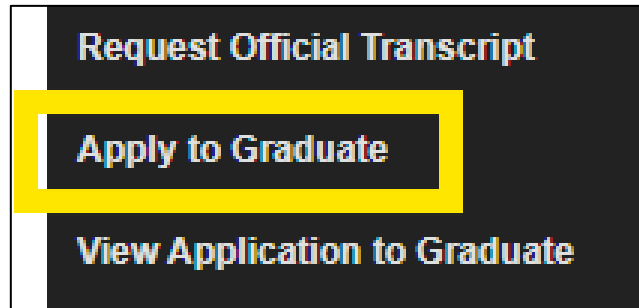# How to Apply for your Degree

If you need to make any corrections during the application process, use the back button located next to the continue button at the bottom of the page.

1. Access HomerConnect via apps.ithaca.edu.
2. Select Apply to Graduate on from the menu on the left-hand side of the page.

Getting an error message that **no terms are available**? Check Overall Hours at the top of your HomerConnect landing page.

If you do not have 100 earned credits as an Undergrad student or 21 earned credits as a Graduate student, you will need to wait until the end of the current term, after final grades are processed, before you can submit your application.
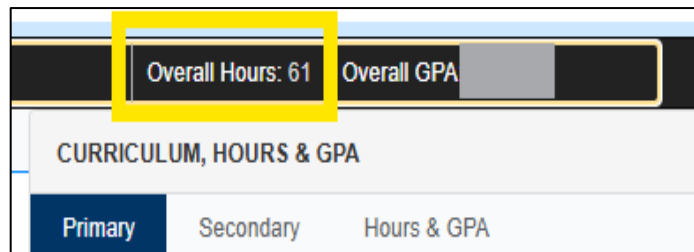
3. Select your primary program.
   If you have more than one, simply select one, complete the application and then access it again to complete the next program

Graduation Date Selection

Primary Program

Undeclared

Graduation Ceremony Attendance

Graduation Date *

Select

Date: 12/31/2024 Term: Fall 2024 Year: 2024-2025

Date: 05/18/2025 Term: Spring 2025 Year: 2024-2025

Date: 08/15/2025 Term: Summer 2025 Year: 2025-2026

Date: 12/31/2025 Term: Fall 2025 Year: 2025-2026

4. Select your Graduation Date from the dropdown menu and click continue.
   This is the date your degree will be complete, not the commencement you want to attend. You will receive additional information regarding ceremony attendance.

5. Enter your diploma name. You can select your existing name or enter a new name.
   Please note that if you would like to enter your middle initial you need to place a (.) immediately after it. ie: If your middle name is Alan and you just want to use the initial, please enter it as A. in the box.
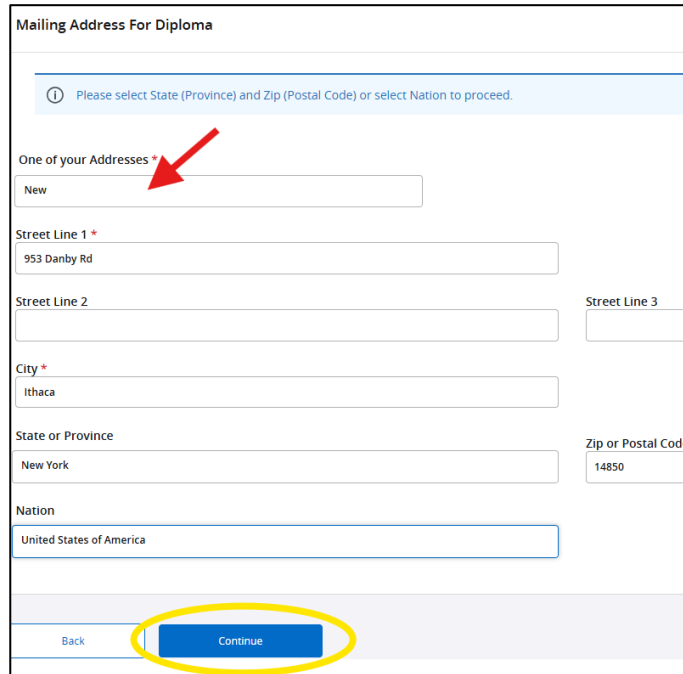
   Also be aware that a suffix is not that same as a prefix. A suffix is after your name such as Jr or II, III etc. This should not be Mr. Ms. Miss. or Mrs. etc.

Select a Name for your Diploma *

Select

New

Current Name (   )

6. Enter the address where you would like your diploma mailed to. You can select an address on file from the dropdown menu or enter a new one.

   Please note that you cannot mail to your campus address. If you are unsure what your address will be, consider using a friend or family member's address instead.

   If you need to change your address for diploma mailing you can email our office at registrar@ithaca.edu

Mailing Address For Diploma

ⓘ Please select State (Province) and Zip (Postal Code) or select Nation to proceed.

One of your Addresses *
New

Street Line 1 *
953 Danby Rd

Street Line 2   Street Line 3

City *
Ithaca

State or Province   Zip or Postal Code
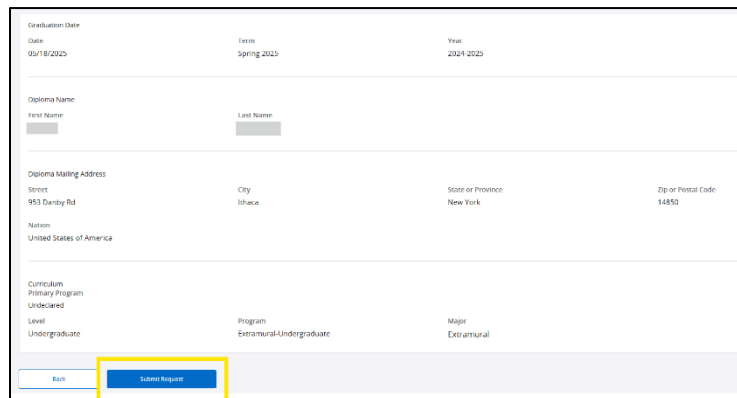New York   14850

Nation
United States of America

Back   Continue

7. Lastly, review your application summary. Use the **back button** to make any necessary changes. Once complete click on the Submit Request button.

Graduation Date
Date   Term   Year
05/18/2025   Spring 2025   2024-2025

Diploma Name
First Name   Last Name

Diploma Mailing Address
Street   City   State or Province   Zip or Postal Code
953 Danby Rd   Ithaca   New York   14850
Nation
United States of America

Curriculum
Primary Program
Undeclared
Level   Program   Major
Undergraduate   Extramural-Undergraduate   Extramural

Back   Submit Request

8. Once submitted you should see the acknowledgement message confirming that the application process has been completed.

Acknowledgement

Thank you for submitting your Application For Degree.
This application provides us with confirmation of your expected graduation date, the major(s) and/or minor(s) you will be graduating with, how your name will be printed on your diploma, and where to mail your diploma.

To register for Commencement, you will receive information from Marching Order, the system that will allow you to register and provide information for attending the graduation ceremony.

If you have any questions, please email registrar@ithaca.edu.

If you have any questions, please contact registrar@ithaca.edu or call 607-274-3127