Declaring Graduation Date Online Through WyoRecords

Log into WyoRecords from main WyoWeb page.
https://bnrssomgr.uwyo.edu/ssomanager/c/SSB

2 Click on "Student Records"



3 Click on "Apply to Graduate"



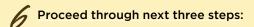
If necessary, select a term (probably not necessary), click on brown "Submit" button



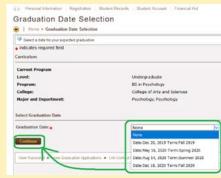
5 Click on appropriate radio button to select program, click on brown "Continue" button



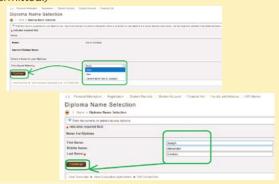
Office of the Registrar (307) 766-5272 | registrar@uwyo.edu



 Graduation Date - Select the desired term you expect to complete all degree requirements.



• Diploma Name - Select a name for how you wish your name to appear on your diploma. You will be allowed to make minor changes on the subsequent page, such as adding a full middle name. (The Office of the Registrar reserves the right to update/correct diploma name information as appropriate. The name printed on your diploma must be a version of your legal name as displayed in WyoRecords. Nicknames or names other than your legal name in UW systems are not permitted.)



 Diploma Address - Select an address to which you would like your diploma to be mailed. You will be allowed to make minor changes on the subsequent page.



Diploma Address (cont.)

indicates required field		
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(Note: The vendor which mails the UW diplomas uses the USPS to mail diplomas and does not use tracking information, so international students may want to send diplomas to an address in the United States, then use another method to send the diploma to an international address.)

On the summary page, please check that everything is as you want it. If so, then click on the brown "Submit Request" button.

This is the internation that will be submitted for your application to graduals.		
Graduation Date		
Delre:	May 16, 2020	
Term;	Spring 2020	
Nploma Name		
First Name:	Joseph	
Middle Name:	Nexander	
Last Name:	Cawbay	
Nploma Mailing Address		
Street Line 1:	PO Box 1	
Street Line 2:	s/o W. Longmire	
Oily:	Durant	
State or Province:	Wyoming	
ZIP or Pestal Code:	82866	
uniculum		
Current Program		
Level:	Undergraduate	
Program:	RS in Psychology	
College:	College of Arts and Sciences	
Major and Department:	Psychology, Psychology	

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A confirmation page will then be presented which will have some information regarding graduating.

continuous servicio in la contracti	ion Application Signature Page locianel a gradication date the Bis degree program. Pleases see beine for a	additional information as appropriate
then) Every sumeder Util vi jet finalized your poel-p	ustice may be seen time. If you are planning to graduate in a future sense ports on the career reduceses of our graduates, planter complete this came reducition plans, you will receive use enrold from the 10th Heinfoldules plantium	etherador survey total Eyou have not
f you have other questi	formation. Congressations on greateting: one or concerns, please likelities to contact the Office of the Registrar at 31	57-766-5272 or regulate@unique.edu
A60000001/1		

Within a few days after submission of the graduation application, a charge will appear on your account for the graduation fee, which you will then be able to pay as you would any other charges.