

PENDING DEGREE LIST Instructions for Students Intending to Graduate

To indicate your intent to graduate, you must add yourself to the UIC Pending Degree List.

Paper graduation request forms are no longer required.

1. Go to the Pending Degree List information page to review all instructions:
<http://www.uic.edu/depts/grad/gcforms/pendingdegreelists.shtml>

2. Log into Banner, Web For Students: <http://apps.uillinois.edu/>
 - From the menu in Web For Students, select Graduation Information
 - Click on Notify Intent to Graduate This Term
 - Select your graduation term and click on Submit.
 - Select the degree period listed and click on Submit.
 - Verify you major/graduate program, graduate concentration, etc as listed on the Add Pending Degree web page.
 - If information is correct, simply click on submit.
 - If any information is incorrect, go to the following site to correct and submit:**
<https://ims2.vcaa.uic.edu/pd/pdlist.asp>

Once you have completed this step, your name will be successfully added to the list.

3. **Deadlines:** The Pending Degree List for is available to students during the registration period, until the 3rd week of Fall/Spring or 2nd week of Summer.

<u>Semester Graduating</u>	<u>Deadline</u>
Fall 2006	Friday, September 15, 2006
Spring 2007	Friday, February 2, 2007
Summer 2007	Friday, June 8, 2007

Submit early to ensure that your requirements are reviewed before registration ends!

Questions? Contact:

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