

## **APPLYING FOR DEGREE**

PHD STUDENTS

University Registrar 4/27/2022



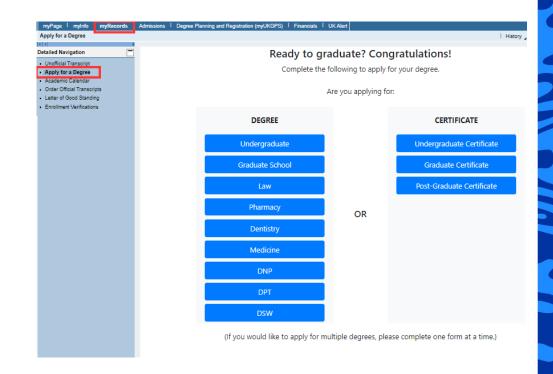


## APPLYING FOR DEGREE THROUGH MYUK STUDENT SERVICES

When logged into myUK, select the 'Student Services' tab, then the 'myRecords' tab.

Select 'Apply for a Degree' from the left navigation menu.

Select the tile with the appropriate program you are seeking a degree or certificate.



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## APPLYING FOR DEGREE THROUGH MYUK STUDENT SERVICES

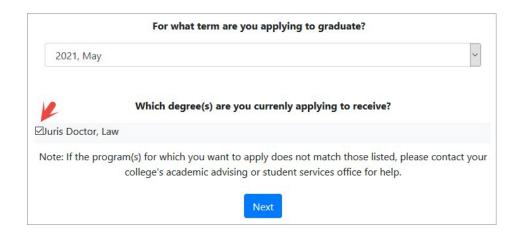
Select the expected graduation term from the drop-down menu.

Students may apply 3 terms before their graduation.

Check the box for the degree and click Next.

If there are multiple degrees, please check one per application.





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## APPLYING FOR DEGREE THROUGH MYUK STUDENT SERVICES

Fill out the application form, including how your name will appear on the diploma and your hometown. When finished, select the "Apply" button at the end.

If the application is submitted successfully, students will both receive a confirmation email and the following message:

Your application has been accepted and will be reviewed soon. Diplomas are mailed approximately 8-12 weeks following the conclusion of each term.

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If there is an existing application that is active and not withdrawn, the following message will show:

An application already exists for the Program, Academic Year and Academic Session

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