

Apply to Graduate

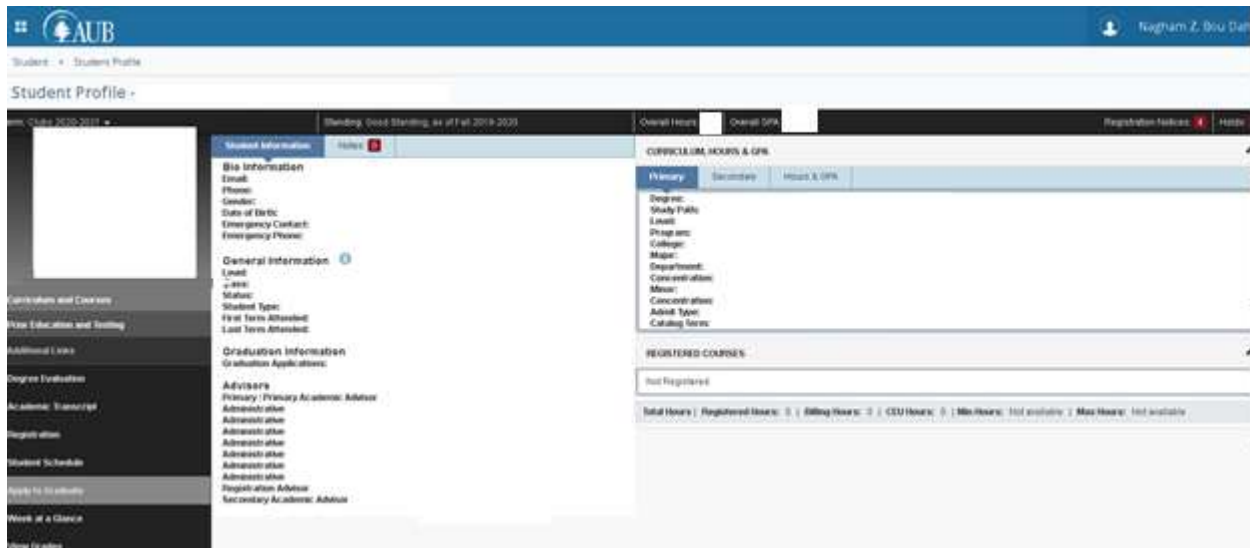
Step-by-Step Instructions

Please follow these six simple steps in order to apply to graduate. You will need a scan of the picture page of your passport or another legal document with your name on it—preferably in both English and Arabic—in order to complete the application.

You will need to follow these steps carefully or your application will be rejected and your degree will not be evaluated.

Step 1. Navigate to the application.

Login as Student to AUBsis



Click on “Apply to Graduate.”

Step 2. Upload a legal document, such as the picture page from your passport.

Personal Information Student Services US Federal Loans Student Awards and Financial Aid Login to Moodle Blue-ICE Services at AUB

Search [] [Go]

Legal Document Upload

I already understand that by uploading my legal document scan, I am responsible for the name appearing on my diploma. Students must upload their legal document if they haven't done so yet. Please click on browse and press on Upload Document, only one file can be stored per Student ; any subsequent uploads will replace the existing document.

File

Choose File No file chosen

Upload Document

Already stored picture:

Select Filename	Timestamp
219788_passport.jpg	16-SEP-2020 09:24:02

Open

[Apply to Graduate] [Return to Menu]

Upload your passport/legal document.

Click on “Apply to Graduate” link at the bottom of the page.

Step 3. Select the term during which you will complete your degree requirements.

Personal Information Student Services US Federal Loans Student Awards and Financial Aid Login to Moodle Blue-ICE Services at AUB

Search [] [Go]

Curriculum Term Selection

Select a term to determine curriculum for graduation application.

Select a Term: [Fall 2020-2021]

Submit

RELEASE: B.7.1

Select the term “Spring 2020-2021,” then click on “Submit.”

Step 4. Select your program in which you wish to be considered for graduation.

AUB
American University of Beirut
1963-2020-2021

Personal Information | **Student Services** | US Federal Loans | Student Awards and Financial Aid | Login to Moodle | Blue ICE Surveys at AUB

Search: [] [Go] RETURN TO MENU | SITE MAP | HELP | EXIT

Curriculum Selection

Select one curriculum for this graduation application.

Select Curriculum

- Primary Degree**
 - Bachelor of Engineering
 - Level: undergraduate
 - Major: Industrial Engineering

[Term Selection | View HSAs | View Transcript | View Graduation Applications | View Student Information | Degree Evaluation]

Select your program (this should be the most recent program you are working to complete).

NB: Dual or Double Degree candidates should apply **only once** to their primary program.

Minors are evaluated through your Faculty/School—no information about minors will be collected here.

Press on “Continue.”

Step 5. Select your expected graduation term.

AUB
American University of Beirut
1963-2020-2021

Personal Information | **Student Services** | US Federal Loans | Student Awards and Financial Aid

Search: [] [Go] RETURN TO MENU | SITE MAP | HELP | EXIT

Graduation Date Selection

Select a date for your expected graduation.

• indicates required field

Curriculum:
Primary Degree
Bachelor of Engineering
Level: Undergraduate
Major: Industrial Engineering

Select Graduation Date:
Graduation Date: [Spring 2020-2021]
Term: Fall 2020-2021

[View Transcript | View Graduation Applications]

RELEASE: 8.7.1

Select “Spring 2020-2021,” and press “Continue.”

Step 6. Provide your name in Arabic.

Select “New Arabic Name” and press “Continue.”

Enter your Arabic name and press “Continue.”

You will receive a summary screen, which you should print to PDF for your records.

Make sure to press “Submit Request” on the summary screen.

You will then be presented with an application number, which is your ID# followed by a slash (/) followed by the number 1.

Congratulations! You have successfully applied to graduate.