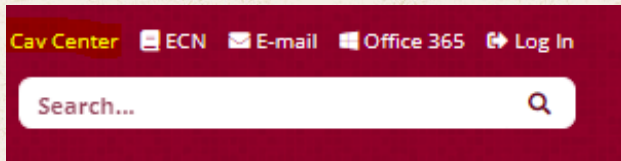


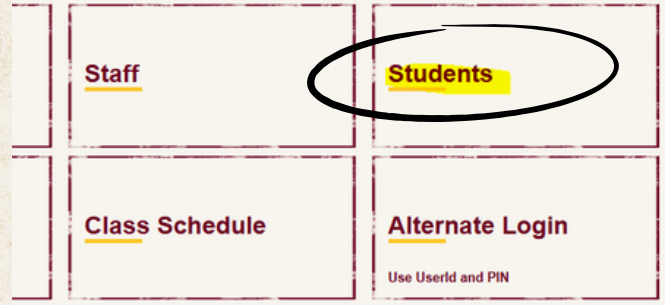
How to Apply for Graduation & Order Commencement Regalia

1. Login to the MyWalsh Portal

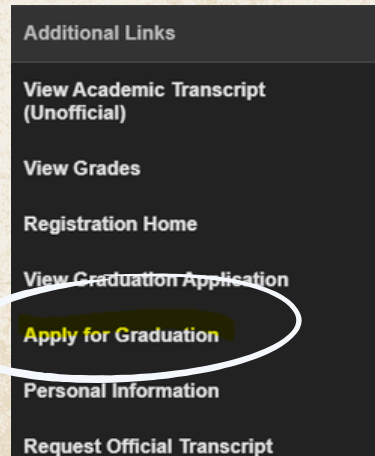
- Click on Cav Center in the top right corner
- Click on Students tile



CAVALIER CENTER



2. Click on **Apply for Graduation** on your student profile page



3. Select the proper term under **Curriculum Selection**

- Select the **most recent semester** so the accurate academic record is pulled
- Click on your **Primary Major** and then select continue

A screenshot of the 'Curriculum Selection' form in the MyWalsh Portal. The form has a light blue header with 'Student' and 'Graduation Application' links. Below the header, the title 'Curriculum Selection' is centered. A 'Term' dropdown menu is shown with 'Fall 2024' selected and circled in black. Below this, the 'Primary Major' section is active, indicated by a blue radio button. It displays three columns of information: 'Level' (Graduate), 'Major' (Master of Business Admin), and 'Major Concentration' (Management Track-MBA). At the bottom of the form, a blue 'Continue' button is circled in black.

How to Apply for Graduation *Continued*

4. Select your graduation date based on the term you are graduating

- Select **Yes** or **No** for your plans to participate in the Spring Commencement Ceremony under “Will you attend the ceremony?”

Graduation Ceremony Attendance

Graduation Date *

Date: 05/03/2025 Term: Spring 2025 Year: 2024-2025

Will you attend the ceremony?

☒ Yes

☐ No

Back Continue

5. Review/enter your name and address for your diploma

- Select either **“New”** or **“Current Name.”** Do **NOT** select **“Active Directory”** if it is available.
- Only the Middle Name and Suffix fields can be updated.
- Select either **“New”** or **“Permanent”** for your address

Name

Select a Name for your Diploma *

Current Name (

New

Active Directory-Walsh User ID (

Current Name (

c

Last Name

Suffix

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 *

Street Line 2

City *

State or Province

Nation

Street Line 3

Zip or Postal Code

Back Continue

Back Continue

How to Apply for Graduation

Continued

6. Review your diploma information and click **Submit Request**

Graduation Application Summary		
Graduation Date		
Date	Term	Year
08/16/2025	Summer 2025	2024-2025
Ceremony		
Attend Ceremony		
No		
Diploma Name		
First Name	Middle Name	Last Name
Diploma Mailing Address		
Street	City	State or Province
2020 E Maple Street	North Canton	Ohio
Nation		
United States of America		
Curriculum		
Primary Major		
Level	Major	Major Concentration
Graduate	Master of Business Admin	Management Track-MBA
Back Submit Request		

Ordering Commencement Regalia

- If you are participating in the Commencement Ceremony, please order your cap and gown here: [Commencement Regalia Ordering Page](#)
- You can choose to have your regalia shipped to your home for a delivery fee or free to the Walsh Bookstore. Please make sure to choose your correct degree level when placing your order.

Congratulations Walsh University Graduates!

Please click the link below that corresponds with your shipping preference.

Home Delivery \$15.95 Shipping Fee

Ship to Bookstore

If you have any questions or need to make changes to your application, please reach out to the Office of the Registrar at Registrar@walsh.edu or call 330.490.7367.

