### Undergraduate and Graduate Commencement Checklist Spring 2019

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<th>Step</th>
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<td>1.</td>
<td>Complete Your Graduation Application</td>
<td>How to Apply</td>
<td>April 5, 2019</td>
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| 2.   | Purchase Your Commencement Garb | • at the Grad Fest  
• at the UB Bookstore  
• online through [ub.shopoakhalli.com](http://ub.shopoakhalli.com) (site opens March 13) | April 12, 2019 |
| 3.   | Claim Your Tickets and Online and enter the Extra ticket lottery | Beginning March 11  
[Online Ticket Portal](#) | April 12, 2019*  
*Tickets are not guaranteed after this date. |
| 4.   | Request Any Disability Seating Accommodations | [Seating Accommodation Form](#) | April 12, 2019 |
| 5.   | Confirm Honor Society Membership or Veteran Status | [Honor Society Recognition Form](#)  
[Military Service Recognition Form](#) | April 1, 2019 |
| 6.   | Apply to be a Student Speaker | [Student Speaker Application Form](#) | March 20, 2019 |
| 7.   | Smile You’re on Camera | [Photo Information](#) | |

### Additional Information

- Make sure your accounts are cleared – pay any outstanding bills through the Bursar, return books to the library, if transcripts are required from other school at which you took a class, make sure they get to the Office of Records and Registration.

- Double check your address on the MyUB portal. Once final grades are posted, classes are reviewed, honors determined, accounts checked, etc., through the Office of Records and Registration, your degree will be ordered and sent directly to the local address as noted on MyUB. This process usually takes between six and eight weeks.

- After the ceremony, extra programs are available. Please e-mail transitions@ubalt.edu to obtain a copy of the program.

- You have access to the MyUB Portal for two semesters after your last date of enrollment. Network services access (e-mail, labs, Office365, etc.) is also maintained for two semesters after your last date of enrollment. Visit the [Student Account Expiration and Deletion policy](#) for more details.

- For more information about any of these steps, and an electronic version of this checklist with links, please visit [www.ubalt.edu/commencement](http://www.ubalt.edu/commencement)