



THE UNIVERSITY OF
WINNIPEG

Professional, Applied and
Continuing Education

Graduation Application Guide



INTRODUCTION

Congratulations on successfully completing your program!

To complete your graduation form, please follow the steps below.

We hope to see you at Convocation in October.

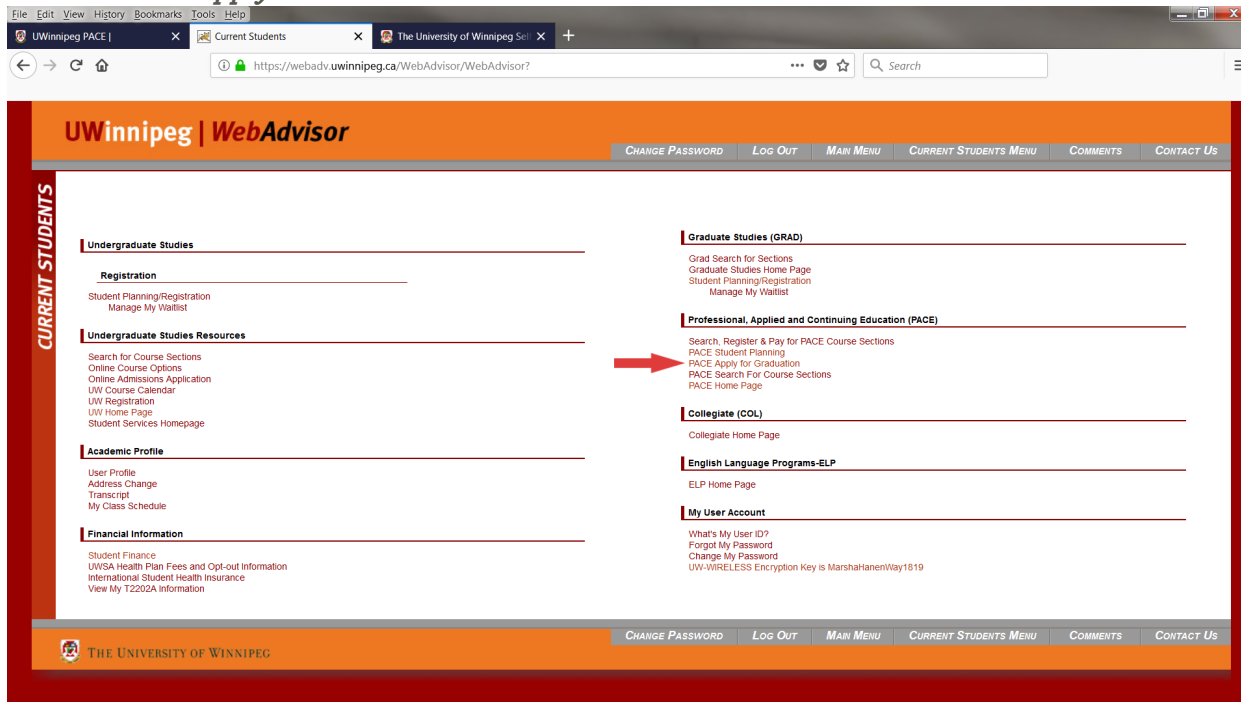
Step 1

Log in to WebAdvisor



Step 2

Choose: *PACE* apply for Graduation





Step 3

Choose: *Graduation*

UWinnipeg PACE | Current Students | The University of Winnipeg Self-Service

https://wss.uwinnipeg.ca/Student/

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Sign out Help

Hello, Welcome to Colleague Self-Service!
Choose a category to get started.

- Student Finance**
Here you can view your latest statement and make a payment online.
- Student Planning**
Here you can search for courses, plan your terms, and schedule & register your course sections.
- Grades**
Here you can view your grades by term.
- Graduation** ←
Here you can view and submit a graduation application.

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Step 4

Find your program, then click *Apply*

Note: You must repeat this step for each Diploma or Certificate completed

UWinnipeg PACE | Current Students | The University of Winnipeg Self-Service

https://wss.uwinnipeg.ca/Student/Student/Graduation

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Sign out Help

Academics > Graduation

Please note: The online application for graduation is for Undergraduate, Graduate Studies and PACE programs only.

Please visit the following link for information about graduation application deadlines and frequently asked questions. [Graduation](#)

Please ensure you select the correct program.

If you are applying for graduation from an ELP or Collegiate program, please contact the appropriate school.

Graduation Application

Please click on the appropriate apply links below to apply for graduation. For more information about our graduation and Convocation process please visit [Convocation Details](#)

[Review My Academic Progress](#)

Program of Study	Major	Application Status
Management Certificate		Apply
Project Management Diploma		Apply

If you are requesting to graduate from a different program of study please go to [Apply to Different Program](#)

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Step 5

Select: PACE Graduation Term

Spring Term Convocation is in June
Fall Term Convocation is October
Winter Term Convocation is in February. ** In absentia only, may attend Spring Convocation.

Graduation Application
[Back to Programs of Study](#)

Name and Hometown

Full Name
Your Name Appears Here

Graduation Term *

Please Select Graduation Term

PACE 2019 Fall Term

UW Fall Term 2019

UW Winter Term 2020

Phonetic Spelling

Hometown and State/Province (By supplying your hometown you are consenting to have your hometown listed in the Convocation Program in print and online)

Convocation Details

Program of Study

Management Certificate

Diploma/Certificate

Certificate

Step 6

Fill out Legal Name and Phonetic Spelling

Spring Term Convocation is in June
Fall Term Convocation is October
Winter Term Convocation is in February. ** In absentia only, may attend Spring Convocation.

Graduation Application
[Back to Programs of Study](#)

Name and Hometown

Full Name
Your Name Appears Here

Graduation Term *

Please Select Graduation Term

Legal Name to Appear on Parchment *

Fill in your legal name

Phonetic Spelling

Provide phonetic spelling (how your name should be pronounced)

Hometown and State/Province (By supplying your hometown you are consenting to have your hometown listed in the Convocation Program in print and online)

This is an optional field

Convocation Details

Program of Study

Management Certificate

Diploma/Certificate

Certificate



Step 7

Confirm or Update Current Address

Fill in your legal name

Phonetic Spelling

Provide phonetic spelling (how your name should be pronounced) This is an optional field

Hometown and State/Province (By supplying your hometown you are consenting to have your hometown listed in the Convocation Program in print and online)

This is an optional field

Convocation Details

Convocation Information Mailing Address

Ship to preferred mailing address **← This should show your mailing address on file**

Street # and Name
City, Province
Postal Code

Ship to a new address **← Select this option if you need to update your address**

Your personal information is collected under 36(1) of the Freedom of Information and Protection of Privacy Act (FIPPA). Personal information is protected under FIPPA. If you have any questions contact the University Registrar, 515 Portage Avenue, Winnipeg, Manitoba, R3B 2E9, phone (204) 786-9337.

Cancel Submit

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Step 8

Submit

Make sure you have applied for ALL Diplomas and Certificates before you choose *Submit* (see Step 4).

File Edit View History Bookmarks Tools Help

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https://wss.uwinnipeg.ca/Student/Student/Graduation/GraduationApplication?programCode=D.MGM

Fill in your legal name

Phonetic Spelling

Provide phonetic spelling (how your name should be pronounced)

Hometown and State/Province (By supplying your hometown you are consenting to have your hometown listed in the Convocation Program in print and online)

This is an optional field

Convocation Details

Convocation Information Mailing Address

Ship to preferred mailing address

Street # and Name

City, Province

Postal Code

Ship to a new address

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Cancel Submit

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