How to Request to Graduate

1. Log into MyCLC at the bottom of the CLC Website:

   Then click on Student Center under the Launchpad on the left hand side:

2. Click on the Graduation tile on the Student Homepage:

3. Click on Request to Graduate on the left sidebar:

4. Verify the name you want on your diploma, and update if needed:
5. Select the term you will complete your program:

![Expected Graduation Term]

6. Select the degree or certificate you are completing. Click on the + to add rows if you are finishing more than one degree or certificate:

![Program Information]

7. Tell us if you plan to continue at CLC after you graduate. If Yes, tell us what your new program will be.

![Program Update]

8. Click Submit:

![Submit]

9. Click Ok:

![OK]