How to: Apply for Graduation

Congratulations! You're ready to complete your degree and graduate from Delaware Valley University. The process below outlines what you need to do in order to ensure a stress free graduation experience.

Step 1: Review your program evaluation with your advisor prior to registering for your final term.
This is the last time you will be reviewing your program evaluation prior to registration and choosing which courses are necessary to fulfill your graduation requirements. When you plan or register for your last term you should see no unmet requirements (marked in red) on your program evaluation. If you do, you may not graduate. Make sure all substitution paperwork is submitted to the registrar's office. If you have taken courses elsewhere to fulfill requirements check that an official transcript has been sent to DelVal.

Step 2: Start the Application for Graduation.
Once you've reviewed your program evaluation and are ready to apply, login to https://my.delval.edu Please select "Self-Service" under "Campus Applications," the same process used when registering for classes. Once you are in "Self-Service" you can select "Graduation Overview."

Once you select "Graduation Overview" you can choose your program of study. Please note that if you have more than one program active, such as an Associate's degree and Bachelor's degree, and wish to graduate with both at the same time you will need to apply for both separately.

Step 3: Enter Application Details

You will need to enter some required information in order to complete the graduation application process. Please make sure you enter the name you want on your diploma correctly. Also, if you are attending commencement please enter a phonetic spelling for your name. When all of this information has been entered and reviewed hit submit and you're finished!

Step 4: Check Your Email

You should receive an acknowledgement email from the registrar's office. If you do not, then you application was not received. Please contact the registrar's office directly at registrar@delval.edu. The registrar's office will contact you via your DelVal email address for important announcements or inquires, so check your email. Make sure to visit the Commencement webpage for details about the ceremony. Congratulations!