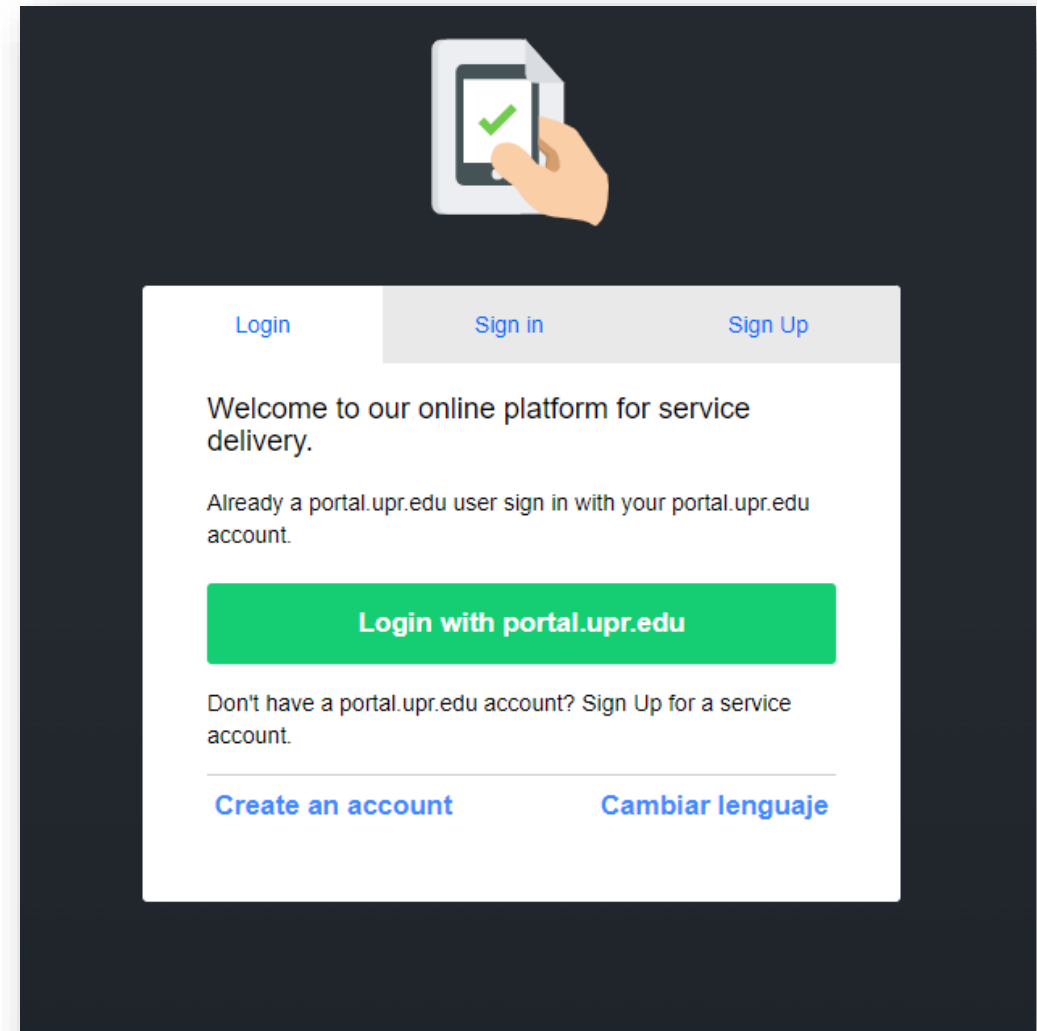




How To: Apply For Graduation

Step 1

- ▶ Go to <https://services.portal.upr.edu/>
- ▶ Log in with your UPR account



The screenshot shows a web application interface for 'SERVICES'. At the top, there is a dark header with a checkmark icon and the word 'SERVICES'. Below the header is a navigation bar with links for 'My Requests', 'Locations', 'Services', and 'Sign Out'. The main content area is titled 'Select a location' and includes a sub-header: 'Each Campus or location provide different services. To request a service from a campus make sure you select the correct location here.' There are two location options listed: 'RUM' (UPR - Recinto Universitario de Mayaguez) and 'UPRA' (UPR - Arecibo). Each option has a 'Select' button next to it.

Step 2

- ▶ Select the Campus/Location you wish to attain services from
 - ▶ If you need a transcript (or any other service) from another UPR campus you can do so through this site.
 - ▶ To apply for UPRM graduation select “RUM”.

Step 3


- ▶ Look for “Solicitud de Graduacion” under Services UPRM
 - ▶ Prices will vary depending on the date you apply (Cut off dates are February 15th and September 15th)
 - ▶ This picture is from March 17th, 2022, when the due date to apply had already passed
- ▶ Click “Start Request”

The screenshot shows the 'SERVICES' section of the UPRM portal. The navigation bar includes 'My Requests', 'Locations', 'Services', and 'Sign Out'. The main content area is titled 'Services RUM' and lists three services, each with a document icon, price, location, and a 'Start Request' link.

Service Name	Price	Location	Action
Transcripción de Créditos/Academic Transcript Digital	\$5.00	RUM	Start Request
Solicitud Certificación Estudiante Regular (Estudiante Activo)	\$5.00	RUM	Start Request
Solicitud de Graduación - TARDÍA	\$120.00	RUM	Start Request

Step 4

Fill in with your information and Submit

 **SERVICES**

[Home](#) [Sign Out](#) [Return](#)

Solicitud de Graduación - TARDÍA

Price: \$120.00 Location: RUM

IMPORTANT: La solicitud de graduación es válida por **3 términos académicos**. Si usted ha solicitado graduación previamente, asegúrese que su solicitud anterior caducó, antes de volver a solicitar y emitir un pago. Esta información puede corroborarse en su cuenta de [portal.upr.edu](#), en el icono de "**Student Graduation**", "**Terms Count**"

IMPORTANT: The graduation application is valid for **3 academic terms**. If you have previously applied for graduation, make sure your previous application has expired before reapplying and issuing a payment. This information can be verified in your [portal.upr.edu](#) account, under **Student Graduation, Terms Count**

Nombre y Apellidos/ Name and Last Name *	<input type="text"/>
Número de Estudiante/ Student Number *	<input type="text"/>
Correo Electrónico/ Email *	<input type="text"/>
Número de teléfono/ Phone Number *	<input type="text"/> ?
Número de Teléfono Alterno/ Alternate Phone Number *	<input type="text"/> ?
Dirección/Address *	Line 1 <input type="text"/>
	Line 2 <input type="text"/>
	City <input type="text"/>
	State <input type="text"/>
	Zip Code <input type="text"/>
Ciudadania/Citizen *	Select an option <input type="text"/>
Pueblo de Residencia/ Town of Residence *	Select an option <input type="text"/>

Client: [REDACTED]

Account: [REDACTED]

Email Address: [REDACTED]

Amount: \$120.00

1 Payment Method

2 Payment Review

3 Payment Receipt

 Cards Quick Payment ACH

Card Number

Address

Expiration Date

Address 2

Name on Card

City

State

Zip Code

Phone

 - -

CANCEL

CONTINUE

[Return Policy](#)

7.4.0.2

Step 5

- ▶ Continue to Payment
- ▶ Make sure you receive a receipt via your UPR email

If you have
any questions
regarding
graduation,
please
contact:

graduacion@uprm.edu