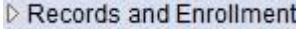







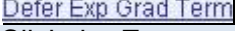

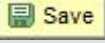


Update Graduation Terms

1. Click the **Records and Enrollment** link.

2. Click the **Career and Program Information** link.

3. Click the **Student Program/Plan** link.

4. Enter the desired information into the **ID** field.
5. Click the **Include History** option.

6. Click the **Search** button.

7. Choose the correct **Academic Program** row.
8. Click the **Add a new row** button.

9. Click the **Look up Program Action** button.

10. Click the **Look Up** button.

11. Click the **Defer Exp Grad Term** link.

12. Click the **Expected Grad Term Look up** button.

13. Click the desired **Term** link.
14. Click the **Save** button.

15. **End of Procedure.**

