How to Apply for Graduation

1) Log onto SAIL (sail.oakland.edu or click the SAIL button from inside the student portal)
2) Select Student Services, and then Student Records
3) Click on Apply to Graduate
   ➢ **Be sure to read the directions at the top of each page**
4) Select the most recent term, and click Submit
5) Verify your current program, and click Continue
6) Select your graduation date, and click Continue
7) Indicate whether you will attend Commencement, and click Continue
8) Select your diploma name, and click Continue
9) Edit your middle name and suffix, if applicable, and click Continue
10) Select the mailing address for your diploma, and click Continue
11) Edit your diploma address, if needed, and click Continue
12) Carefully review all information, then click Submit
13) A confirmation page will be displayed
14) Follow the directions to reserve tickets for Commencement