

I have completed my degree/ Diploma programme

Apply to graduate

Complete the Application to Graduate

Submit your application online at

[https://www.openpolytechnic.ac.nz/current-students/
manage-your-studies/student-forms/](https://www.openpolytechnic.ac.nz/current-students/manage-your-studies/student-forms/)

If you need help contact us on **0508 650 200** or
at academicrecords@openpolytechnic.ac.nz

Application is received and your eligibility to graduate is confirmed.
We will send you a letter to acknowledge that your application has been received.

Application to graduate approved?

No

Yes

Attending a graduation ceremony?

No

Yes

We will send you a letter confirming completion of your qualification, a copy of your updated academic transcript and your award.

We will send you a letter confirming completion of your qualification and a copy of your updated academic transcript showing your qualification has been attained.
We will hold your award for presentation at a graduation ceremony.

If you're not eligible to graduate we will advise you in writing. The Programme and Student Adviser will contact you to discuss what you need to do to complete your qualification and apply to graduate.

March – We will send you graduation information

May – Graduation ceremonies held and awards presented