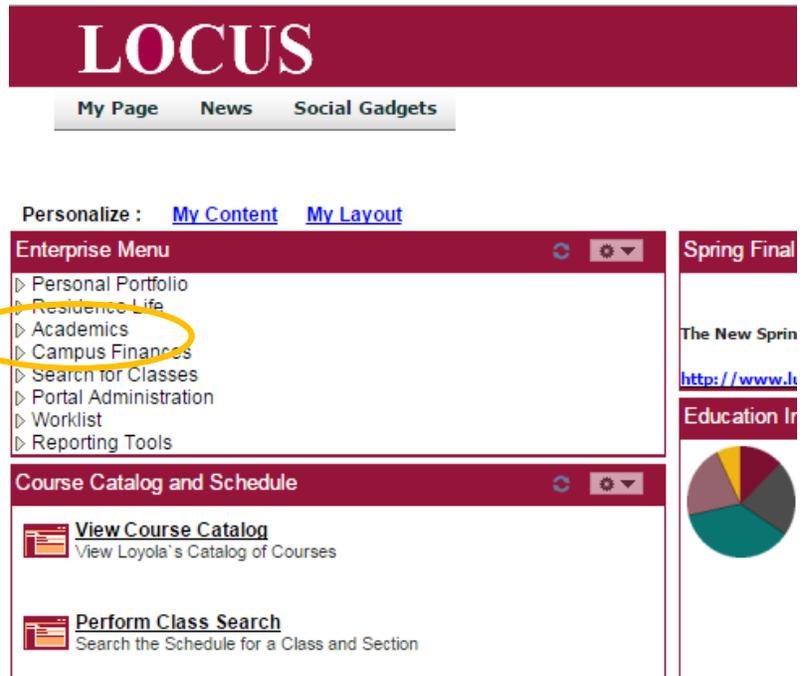


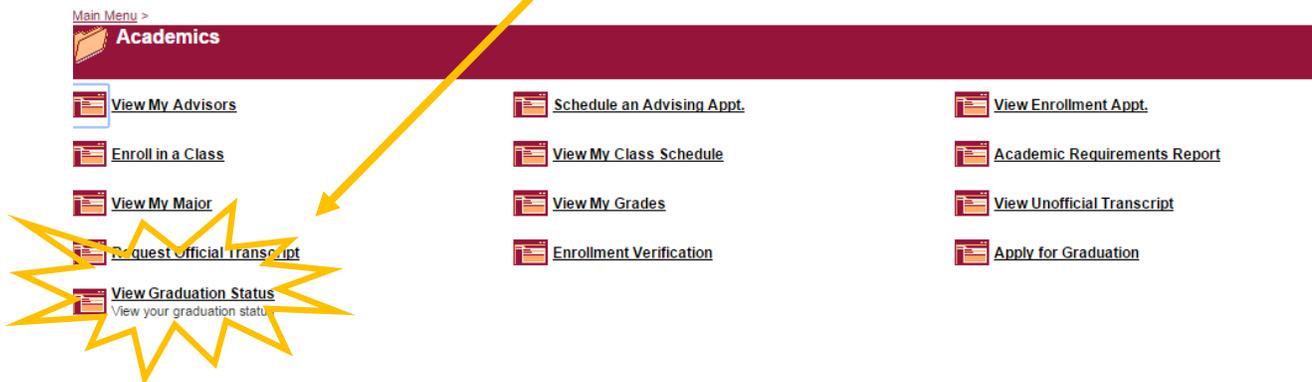
## Checking Your Graduation Status:

1. After signing in to LOCUS, click on the “Academics” tab of the Enterprise Menu.



The screenshot shows the top navigation bar of the LOCUS website. The word "LOCUS" is prominently displayed in white on a dark red background. Below it are three tabs: "My Page", "News", and "Social Gadgets". A "Personalize" section offers links for "My Content" and "My Layout". The "Enterprise Menu" is expanded, showing a list of options: Personal Portfolio, Residence Life, **Academics** (circled in yellow), Campus Finances, Search for Classes, Portal Administration, Worklist, and Reporting Tools. Below this is the "Course Catalog and Schedule" section with links for "View Course Catalog" and "Perform Class Search". On the right side, there are sections for "Spring Final", "The New Spring", a URL "http://www.l...", and "Education In" with a pie chart.

2. In the Academics Tab, Click “View Graduation Status”.



The screenshot shows the "Academics" sub-menu. At the top left, it says "Main Menu > Academics". The menu items are arranged in three columns. The first column includes "View My Advisors", "Enroll in a Class", "View My Major", "Request Official transcript", and "View Graduation Status" (highlighted with a yellow starburst and an arrow). The second column includes "Schedule an Advising Appt.", "View My Class Schedule", "View My Grades", and "Enrollment Verification". The third column includes "View Enrollment Appt.", "Academic Requirements Report", "View Unofficial Transcript", and "Apply for Graduation".

3. You will see a screen like this that includes your **application status**, your **diploma name**, and your **diploma address**.

**Graduation Status**

---

<b>Program: Graduate School of Social Work</b>	
Loyola University Chicago   Graduate	
Degree: Master of Social Work Major: Dual - Social Work Specialization: Schools	Status: Applied for Graduation Expected Graduation Term: Spring 2016

<b>Program: Graduate Legal Studies</b>	
Loyola University Chicago   Graduate	
Degree: Master of Jurisprudence Major: Children's Law and Policy	Status: Applied for Graduation Expected Graduation Term: Spring 2016

**Student Information**

[Update your Diploma Name](#)  
[Redacted]

[Update your Diploma Address](#)  
[Redacted]

Please note: your **application status** will change during the latter portion of your expected graduation term, listed below your status. In the example provided, the student's status is "Applied for Graduation". During the Spring 2016 term, this status will change following a Graduation Audit. Assuming all requirements have been met, graduation status will change from "Applied for Graduation" to "Approved for Graduated". When your degree has been conferred, your status should change to "Awarded". Language may differ.