

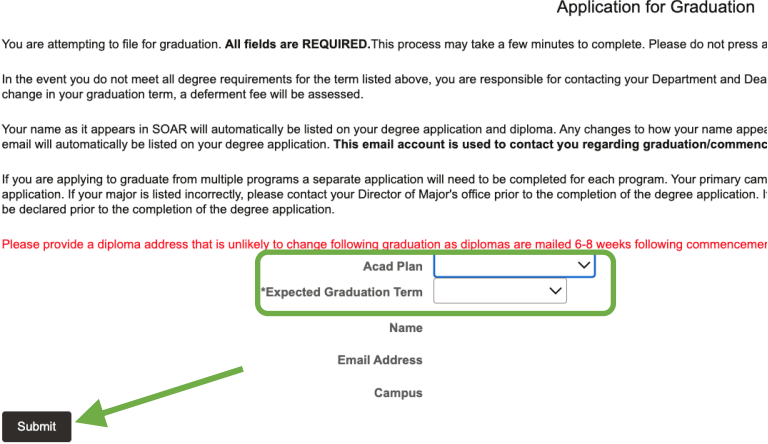
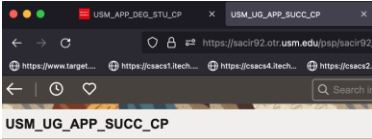


Degree Application (undergraduates only)

Step	Action
1.	<p>In SOAR, click the Student Dashboard tile.</p> <div style="text-align: center; margin: 10px 0;">  </div>
2.	<p>Scroll down the page and click the Academics menu and select the Application for Degree – Undergraduate option.</p> <div style="margin: 10px 0;">  </div>
3.	<p>Read the instructions at the top of the screen and then select your Acad Plan and Expected Graduation Term from the drop-down menu and click Submit.</p> <div style="margin: 10px 0;">  </div>
4.	<p>Input the prompted information and click the Pay Application Fee link where you'll be directed to the CashNet site.</p> <p style="margin-top: 20px;">NOTE: turn off pop-up blockers!!</p>

	<div style="text-align: right; margin-bottom: 10px;"> <input type="text" value="Address Line 1"/> <input type="text" value="Address Line 2"/> <input type="text" value="Address Line 3"/> <input type="text" value="City"/> <input type="text" value="State"/> <input type="button" value="Q"/> <input type="text" value="Postal"/> <input type="text" value="Local/Cell"/> </div> <p style="text-align: right; font-size: small;">Expected Graduation Term 4245 Spring 2023-2024</p> <p>Students graduating with a certificate only do not have the option to participate in commencement.</p> <p>Do you wish to participate in commencement? <input type="button" value="v"/> Did one or both parents graduate from USM? <input type="button" value="v"/></p> <p style="font-size: x-small;">Graduation applications are made available to students through their SOAR account a year in advance and late fees are based off the date the degree application is generated by the student.</p> <div style="display: flex; justify-content: center; gap: 10px;"> <input type="button" value="Pay Application Fee"/> <input type="button" value="Submit Application"/> </div>										
5.	<p>The payment amount will auto generate based on the deadline date for the semester. Input your MasterCard or Visa information and click Continue.</p> <div style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p>* Card number</p> <input style="width: 100%;" type="text"/> ① Card number required <p>* Expiration date * Security code ①</p> <div style="display: flex; justify-content: space-between;"> <input style="width: 45%;" type="text" value="MM / YY"/> <input style="width: 45%;" type="text"/> </div> <p>* Zip/Postal code</p> <input style="width: 100%;" type="text"/> </div> <div style="display: flex; justify-content: flex-end; gap: 20px; margin-top: 10px;"> <input type="button" value="Cancel"/> <input type="button" value="Continue"/> </div>										
6.	<p>On the next page, input an email address for payment confirmation to be sent and click Pay.</p> <div style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p style="text-align: center; font-size: x-small;">Please review your information below.</p> <p>* Email address</p> <input style="width: 100%;" type="text" value="seymour.eagle@usm.edu"/> <p>Summary</p> <table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Application Fee</td> <td style="text-align: right; padding: 2px;">\$125.00</td> </tr> <tr> <td colspan="2" style="padding: 2px; font-size: x-small;">Record ID: 10087888-4245-UBEO-BOCBS Name (First and Last): Kenning Bridges</td> </tr> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Total</td> <td style="text-align: right; padding: 2px;">\$125.00</td> </tr> </table> <p>Payment details Change</p> <table style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Card number</td> <td style="padding: 2px;">**** * 5454 </td> </tr> <tr> <td style="border: 1px solid #ccc; padding: 2px;">Expiration date</td> <td style="padding: 2px;">12 / 24</td> </tr> </table> </div> <div style="display: flex; justify-content: flex-end; gap: 20px; margin-top: 10px;"> <input type="button" value="Cancel"/> <input type="button" value="Pay \$125"/> </div>	Application Fee	\$125.00	Record ID: 10087888-4245-UBEO-BOCBS Name (First and Last): Kenning Bridges		Total	\$125.00	Card number	**** * 5454	Expiration date	12 / 24
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7.	<p>A confirmation will display. Click the Exit button <u>to the payment window</u>.</p>										

	 <p>Thank you for your degree application payment. Please exit this window to return to the previous page to continue submitting your application for processing.</p>
<p>8.</p>	<p>The open window should still display your diploma mailing address in SOAR. Click the Submit Application link to officially submit your degree application with payment.</p> <p>NOTE: Degree applications will not be accepted without payment.</p> <p><i>Graduation applications are made available to students student.</i></p> <p>Pay Application Fee Submit Application</p>
<p>9.</p>	<p>A confirmation email will be sent to your Southern Miss account denoting the successful submission of your degree application.</p> <p>A second confirmation email will be sent once your degree application has been reviewed and approved by all signature authorities.</p>