

Have You Checked Your Diploma Information?

May 2020 graduates have until **Friday, March 20** to check and update diploma information within their **SIO Graduation and Diploma** screen.

Diploma Information

Click the Edit button under Diploma Information to change how your name will be printed on your diploma.

If you have an outstanding balance on your account, a message will show here to alert you that your diploma will be held until the balance is resolved.

Graduation and Diploma

Diploma Information

Name on Diploma: **Andrew Carnegie**
(This is how your name will appear on the diploma.) Edit

⚠ There is still a balance on your student account. Please click on the [Finances](#) tab to view your recent invoice and recent student account activity. You may not receive a diploma if this balance remains unpaid.

🔴 There is a hold on your student account. In order to resolve the hold, please contact The HUB at (412) 268-8186. You will not receive a diploma until the hold is removed.

Degree Information

Information under this section needs to be updated by your department (or the department offering your additional major/minor).

You can see how your diploma will look by checking out the prototype.

Note: The prototype is not an official document and may not be used as proof of your degree.

Degree(s) Information

▼ **Bachelor of Science in Business Administration**

| | |
|--------------------------|---|
| Home College | David A. Tepper School of Business |
| Home Department | Business Administration |
| Additional Major(s) | None |
| Minors | History |
| Expected Graduation date | May 2019 |

View Prototype for this Degree: PDF

| | |
|--------------------------|--------------------------------------|
| Certification Status | Potential 23 Jan 2019 |
| Diploma Tracking Status: | Fin Hold Released 22 Feb 2018 |

Commencement Ceremony Attendance

You may indicate here whether you plan on attending Commencement. This is not an official sign-up, but a way for us to estimate expected attendance.

Commencement Ceremony Attendance

You have indicated that you will attend the upcoming May commencement ceremony in Pittsburgh

Edit

Diploma Delivery

If you are unable to attend Commencement, we will mail your diploma (in June) to this address. If this changes after the March 20 deadline, please contact uro-diplomas@andrew.cmu.edu.

Important: This mailing address is separate from your permanent address on the My Info tab. Updating one does not update the other.

Diploma Delivery

Your diploma will be mailed to this address:

| | |
|------------------|-----------------------------|
| Country | USA |
| Street | 5000 FORBES AVENUE |
| Address Line 2 | WARNER HALL A19 |
| City, State, Zip | PITTSBURGH, PA 15213 |
| Phone | 412-268-8186 |

Personal Email

thehub@andrew.cmu.edu

Other Items to Handle Before Graduation:

Missing Grades/Transfer Credit

Review your unofficial academic record in SIO under the Academic Info tab to make sure there are no missing grades or missing transfer credit that may prevent you from graduating on time. If you have any missing final grades, contact your instructor.

If you have any missing transfer credit, make sure the other school has sent an official transcript directly to the University Registrar's Office, 5000 Forbes Avenue, Warner Hall A19, Pittsburgh, PA 15213. We will distribute the official transcript to your department for approval; make sure your department knows to expect the transcript.

Unofficial Academic Record

Download a PDF of your unofficial academic record as of 06 Feb 2019 here:



Student Account

Check your Student Account information under the Finances tab in SIO to ensure you will not have a balance due. Any balance due as of Wednesday, May 13, 2020, will cause your diploma to be withheld. Additionally, you will not be able to order transcripts or verification letters until the balance is paid in full.

Note: If you are continuing at Carnegie Mellon, future semester charges will not cause your diploma to be held, as long as you are registered for classes.

Finances Home

Most Recent Invoice

Amount due by Feb 15, 2019: \$0.00 [pay now](#)

| INVOICE | NUMBER | AMOUNT DUE | DOWNLOAD |
|--------------|---------|------------|----------|
| January 2019 | 3136247 | \$0.00 | PDF |


[see all invoices](#)

Questions related to your student account may be directed to thehub@andrew.cmu.edu.

Update Contact Information

Please make sure your contact information (permanent address, personal email, cell phone number, etc.) are correct in SIO under the My Info tab. This will make it easier for us to relay any necessary communications in a timely manner after you graduate.

View and Update My Info

| My Info | | | | | | | | | | | | | |
|---|--|------|-----------------|----------------|--|----------------|--|--------|--|------------|--|-------------------|--|
|  | <table><tbody><tr><td>Name</td><td>Andrew Carnegie</td></tr><tr><td>Preferred Name</td><td></td></tr><tr><td>Race/Ethnicity</td><td></td></tr><tr><td>Gender</td><td></td></tr><tr><td>Birth Date</td><td></td></tr><tr><td>Directory Release</td><td></td></tr></tbody></table> | Name | Andrew Carnegie | Preferred Name | | Race/Ethnicity | | Gender | | Birth Date | | Directory Release | |
| Name | Andrew Carnegie | | | | | | | | | | | | |
| Preferred Name | | | | | | | | | | | | | |
| Race/Ethnicity | | | | | | | | | | | | | |
| Gender | | | | | | | | | | | | | |
| Birth Date | | | | | | | | | | | | | |
| Directory Release | | | | | | | | | | | | | |

Federal Loan Exit Counseling

If you borrowed federal loans, you must complete your exit counseling session(s). You will receive email notification asking you to complete your counseling.

Grad Fair and Commencement Regalia

All graduates should attend Grad Fair, a one-stop-shop for all things Commencement and life after graduation. This is where you will purchase and pick up your regalia (cap and gown).

Visit www.cmu.edu/commencement/graduates for more information.

Registration for the Upcoming Semester

If you are continuing studies at CMU, we ask that you register for classes for the upcoming semester during Registration Week so we know you will be returning. This will ensure that any future tuition charges do not affect the receipt of your diploma. If you are not continuing studies at CMU, do not register for classes. This will ensure your enrollment status is changed to "Pending Graduate," which will drop future tuition charges from your student account.