

Overview

All RMIT students must apply to graduate. When you apply, you'll get to choose if you want to graduate at a ceremony or in absentia.

The Graduation tile in myRMIT allows you to view the status of your graduation applications, apply to graduate and change your graduation options including graduation ceremonies.

Before you begin

Ensure that you are eligible to apply for graduation. Refer to [RMIT graduation ceremonies - RMIT University](#) for more information.

Graduation Options

You can select to **Graduate in absentia** or **Attend the ceremony**.

You can select your option in the Graduation option section in myRMIT.

Graduate in absentia:

- 'In absentia' means that your award is conferred **without** attending a formal graduation ceremony.
- You will be conferred (graduate) at the end of the month in which you apply to graduate in absentia by the cut-off date. You will receive the set of digital academic statements (testamur, AHEGS, conferral transcript) **one week** after you graduate (your conferral date), with no fee applied.
 - Note: 2026 in absentia conferral dates and cut-offs are available on [Eligibility and Apply to graduate](#) page, under "Step 2: Choose graduation options"
- After the digital testamur is issued, you will receive an email on how to access your digital academic statement and how to order a hard copy testamur. The fee to order hard copy testamur is 55AUD including shipping.
- Your access to RMIT systems will be removed on the day you graduate in absentia.

Attend the ceremony:

- RMIT Vietnam students may attend **either** the RMIT Vietnam graduation ceremony **or** the RMIT Melbourne ceremony **only**.
- You can select your preferred ceremony when submitting the graduation application. The dates of the ceremonies are:
 - **2026 Melbourne ceremony** - Wednesday, 16 December 2026, Melbourne.
More details about the ceremony will be published on the [Melbourne Graduation Ceremony](#) website from August 2026.
 - **2027 Vietnam ceremonies:** The dates for the 2027 Vietnam graduation ceremonies are to be confirmed. Further details will be provided in late December 2026 via the [Attend the ceremony](#) page.
- If you choose to graduate at a ceremony, you will officially graduate (be conferred) at the ceremony, and:
 - Receive your hard copy testamur on your graduation day.
 - Receive the full set of digital academic statements (testamur, AHEGS, conferral transcript) one week after the date of your ceremony.
 - Your RMIT student credentials (student email, Canvas, etc.) will be deactivated on the date of your ceremony.
 - You will be required to pay the ceremony fee to attend the ceremony.



The **Graduation** tile in myRMIT lists all graduation applications that you are eligible for and graduation applications that you have initiated application for.

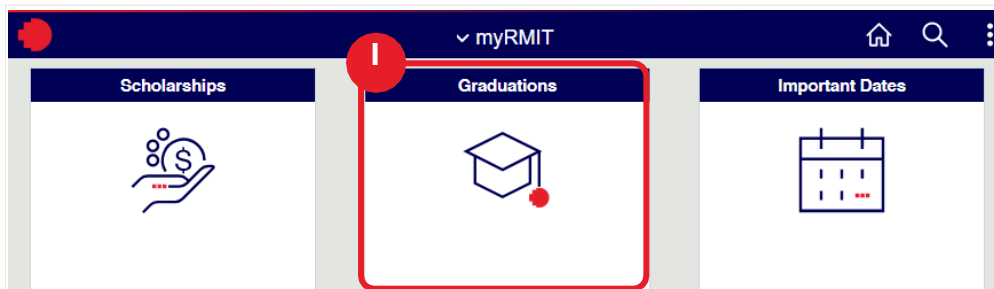
The Graduation tile will remain empty until you are eligible to apply.

Navigation

myRMIT Home Page > Graduation tile

The myRMIT home page displays.

Step 1. Click the Graduation tile to access the Graduation Applications page.



Graduation Applications page displays. The available graduation application will show **Can Apply** as the **Application Status**.

Step 2. Click the **Apply to Graduate** button for the relevant **Academic Program**.

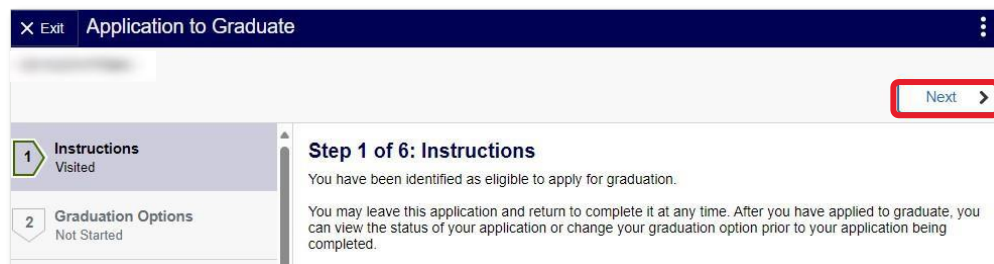
Graduation Applications ⓘ

Application Status	Academic Program	
Can Apply	Bachelor of Business (Economics and Finance)	Apply to Graduate

The **Application to Graduate** page for the relevant Academic Program displays. You must complete 6 steps to successfully submit the graduation application.

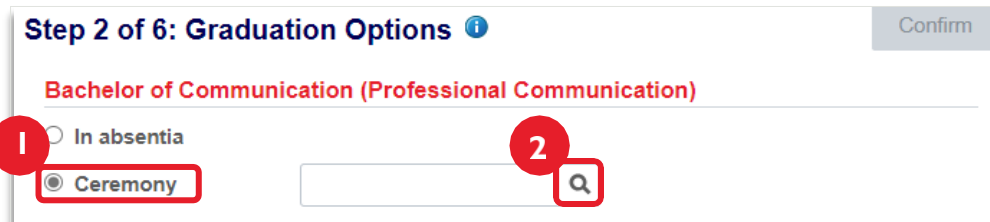
Step 1 of 6: Instructions

Click **Next** to progress.



Step 2 of 6: Graduation Options

1. Select **In absentia** or **Ceremony** based on preference. For example, select **Ceremony** to attend the graduation ceremony in person.
2. Click the **LookUp** icon to select the ceremony venue.



3. Select a preferred ceremony from the list of available options.

Important note: The ceremony dates currently displayed in the system for Vietnam Graduation (HCMC/Hanoi) are not finalized and should not be relied upon. The official ceremony dates will be confirmed and published later on the [Attend the Ceremony](#) page.

Ceremony Code ↑↓	Ceremony Name ↑↓	Ceremony Date ↑↓
000040001 11	Melbourne Graduation	16 December 2026
000040006 13	Hong Kong Graduation	11 October 2026
000040008 45	Vietnam Graduation _ HCMC	14 April 2027
000040009 14	Vietnam Graduation _ Hanoi	13 April 2027

4. Click **Confirm**.
5. Click **Next** to progress.

Step 2 of 6: Graduation Options ⓘ

Bachelor of Languages

In absentia
 Ceremony 000040008 45 Vietnam Graduation _ HCMC 14 April 2027

Step 3 of 6: Name Order

This step allows you to confirm the way your name appears on the Testamur. Testamur is the student's graduation certificate.

1. Select name against the given rows 1, 2 and 3.
2. Click **Submit**.
3. Click **Confirm** after viewing the name order.
4. Click **Next**.

Step 3 of 6: Name Order ⓘ

Confirm the order of your name to be printed on the testamur. Please note: Your chosen name order will apply to all current graduation applications.

Anh Thi Nguyen

To change the order of your name, select an option below.

3 rows

1	Anh
2	Thi
3	<input type="text" value="Nguyen"/>

Step 4 of 6: Confirm Contact Details

This step allows you to review and update your contact details, including your personal email and your mailing address. RMIT will send official graduation communications to your personal email address and/or current mailing address.

1. **Email address:** Review the email address and update if needed.
 - To update your personal email address, click the "Email address" => Input your new email address => Click "**Save**"

Step 4 of 6: Confirm Contact Details ⓘ

Email

Email Address	Email Type	Preferred
@gmail.com	Personal	>

Edit Email

Type

2. **Mailing address**

At this stage, DO NOT make any updates to your address.

If you wish to update your address, please follow the instructions in the later step.

3. Click "**Confirm**" => Click "**Next**"

Step 4 of 6: Confirm Contact Details ⓘ

Step 5 of 6: Career Status Survey

Your response helps RMIT to understand and plan for the careers and employability needs of its students.

1. Provide relevant answers and click **Save Answers**. Answers cannot be changed once the page is saved.
2. Click **Next**.



Step 5 of 6: Career Status Survey

Your response helps RMIT to understand and plan for the careers and employability needs of its students.

*1. Select the statement that best describes your current career status

- I am in fulltime work, or have accepted an offer with an employer
- I work as a freelancer or own my own business
- I am looking to undertake further study
- I am looking to work as a freelancer or set-up my own business
- I am looking for fulltime work, but I have not decided what career I want to undertake
- I am looking for fulltime work, and have some general career ideas
- I am looking for fulltime work, and have a specific career in mind
- My studies are not related to my career ambitions
- I want to spend time on other goals before I apply for work
- Other



Step 6 of 6: Verify and Submit

Click **Accept** to verify all details provided and acknowledge the note mentioned in this step

Step 6 of 6: Verify and Submit

You have completed all required details for your application to graduate.

I acknowledge that I will be unable to graduate if I owe a financial debt to the University, have outstanding enrolment requirements or have not met all academic requirements of my program.

The **Graduation Application** page displays. **Application Status** is now changed to **Applied**.

Graduation Applications

Application Status	Academic Program	Graduation Option	Ceremony Name	Ceremony Date	
1 Applied	Bachelor of Languages	Ceremony	Vietnam Graduation _ HCMC	14 April 2027	

You have successfully submitted the Graduation application on myRMIT.

Update Address Details

Overview:

All RMIT students are required to maintain accurate and up-to-date personal information, including their current address, on their student record. Students can easily update their address details at any time through the **'Personal Details'** tile on myRMIT. Keeping the address current ensures that students meet their responsibilities as an RMIT student, and that the university can provide them with the necessary support and information throughout their studies.

**For Vietnamese address:

Following Vietnam's nationwide administrative restructuring and mergers effective July 2025, all students are required to update their residential address in line with the new format. This is a mandatory requirement to ensure the accuracy, consistency, and integrity of student records for institutional management and archiving purposes.

Instructions:

1. Navigate to the **Personal Details tile in myRMIT.** (Homepage > Personal Details > Addresses)
2. Review and update your address, following the instructions in this [guideline](#).
3. Ensure that **ALL address information is up to date and follows the new format.**

Students must complete this address update prior to graduation to ensure that all personal information is recorded correctly. Failure to update your address in accordance with the new format may adversely affect the services you may require from the University in the future.

****IMPORTANT NOTE****

After submitting your application, **only** changes to the **graduation option** and **name order** can be made by updating the application.

All other updates, including **personal email addresses** and **address details**, must be completed via the **Personal Details** function, in accordance with this [guideline](#).

If you are unsure about any part of the process, please contact [Student Connect](#) in advance before proceeding with the updates.

For students selecting 'In absentia', the process is complete.

For those opting to **'Attend the ceremony'**, please **PAY ATTENTION TO** the next steps.

Confirmation of Attendance (TBA)

For students attending the ceremony, you are required to confirm your attendance after submitting your application to complete the registration process.
 -Confirmation of attendance for the **Vietnam** ceremonies is currently **unavailable**. You will be notified via email as soon as this feature becomes accessible.
 -For students applying to attend **Melbourne** ceremony, confirmation of attendance is currently **unavailable**. Please keep track of the [Melbourne Graduation Ceremony](#) page for updated information.

After you have submitted your application to attend the ceremony, the 'Can Confirm' row will be visible. Select the 'Confirm' button to confirm your attendance.

Graduation Applications 🔍

Application Status	Academic Program	Graduation Option	Ceremony Name	Ceremony Date	
1 Applied	Bachelor of Business (Economics and Finance)	Ceremony	Vietnam Graduation _ HCMC	14 April 2026	Change Option
2 Can Confirm	Bachelor of Business (Economics and Finance)	Ceremony	Vietnam Graduation _ HCMC	14 April 2026	Confirm

Step 1 of 2: Attendance Details

- Item 1.** Number of guest tickets required (**ONLY** applicable for **Melbourne** ceremony)
- Item 2.** Indicate if you require disability assistance: If you select “**Yes**”, our office will reach out to gather detailed information to assist you on the day.
- Item 3.** Gown size based on your height (**ONLY** applicable for **Melbourne** ceremony. For Vietnam ceremonies, size guidance will be available on the ‘Tickets and Gown Collection’ day).
- Item 4.** Mortarboard/bonnet size based on your head circumference (**ONLY** applicable for **Melbourne** ceremony. For Vietnam ceremonies, size guidance will be available on the ‘Tickets and Gown Collection’ day).

***Students applying to attend Vietnam ceremonies must complete all fields; however, only item 2 will be considered.**

Click “**Save**”

Click “**Next**”

Step 2 of 2: Verify and Submit

‘Total Payable Amount’ will automatically display as **2,200,000 VND**. If the amount is incorrect, please contact Student Connect for assistance.

If the amount is correct, click “**Submit**”

The **Graduation Application** page displays. **Confirmation Status** is now changed to **Review**.

Graduation Applications

Graduation Applications 🔍

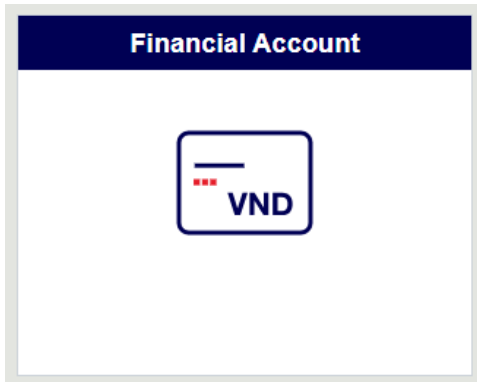
Application Status	Academic Program	Graduation Option	Ceremony Name	Ceremony Date	
1 Applied	Bachelor of Business (Economics and Finance)	Ceremony	Vietnam Graduation _ HCMC	14 April 2026	
2 Confirmed	Bachelor of Business (Economics and Finance)	Ceremony	Vietnam Graduation _ HCMC	14 April 2026	Review

Note:

- Upon confirmation of your attendance, you will be unable to make changes on your own. If you require any amendments, such as to the graduation option or name order, please contact [Student Connect](#) for assistance.

Graduation Fee Payment

On the main menu, click “Financial Account” tile.



Select “Charges Due” to verify if the Graduation fee has been posted to your account. If no charge appears or if the total amount due is incorrect, please contact Student Connect for assistance.

You can pay the Graduation fee using the 'Make a Payment' feature on myRMIT or opt for other methods available on this [site](#).



Once you have paid the Graduation fee, you can refer to 'Payment History' to view your transaction or check 'Account Balance' to see if the Graduation fee has been cleared.

Note:

- Depending on your payment method, the system update timeline can range from 1 to 7 working days. Please retain your payment receipt in case it is needed for further clarification.
- If not paying directly through myRMIT, you must include the following details on the Deposit slip or Telegraphic Transfer (TT) application:
 - Student name
 - Student ID
 - "2027 April Graduation fee"

IMPORTANT NOTE:

- Following confirmation of your attendance and completion of the graduation fee payment, any amendments, such as changes to your graduation option or the order of your name, must be directed to [Student Connect](#) for appropriate guidance.
- Please **do not** make any changes without prior guidance to ensure your application is processed correctly.
- To update your personal email (if any) after submitting your application, please go to the "Personal Details" tile in myRMIT. There is no need to resubmit your application to update this information.