

Overview

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.

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

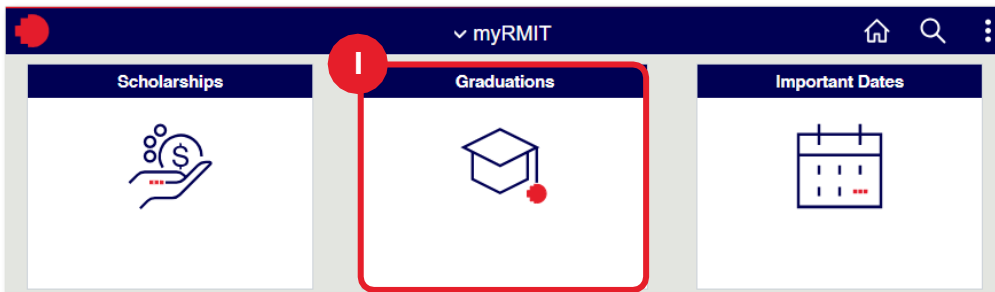
- The Graduation tile will remain empty until you are eligible to apply.

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**.

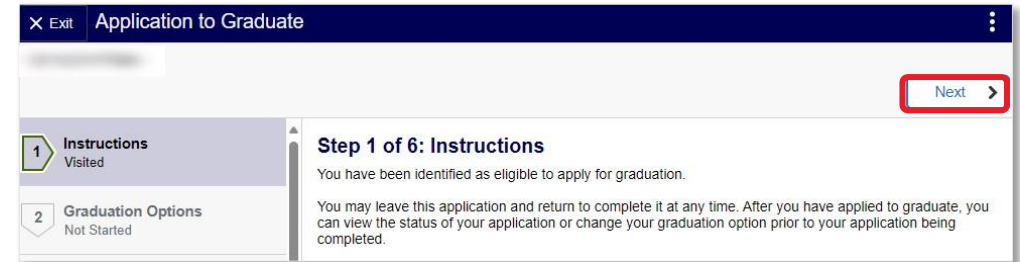
Graduation Applications 1 row

| Application Status | Academic Program | |
|--------------------|--|---------------------|
| 1 Can Apply | Bachelor of Business (Economics and Finance) | 2 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.

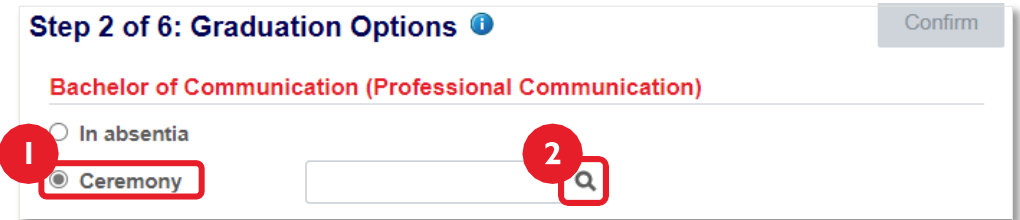
Step 1 of 6: Instructions

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 ¹ | Ceremony Name ¹ | Ceremony Date ¹ |
|----------------------------|----------------------------|----------------------------|
| 000040001 11 | Melbourne Graduation | 16 December 2026 |
| 000040003 61 | SIM Graduation | 20 August 2026 |
| 000040008 37 | Vietnam Graduation _ HCMC | 14 April 2026 |
| 000040009 13 | Vietnam Graduation _ Hanoi | 09 April 2026 |
| 000040010 10 | Doctoral degrees ceremony | 13 May 2026 |

- Click **Confirm**.
- Click **Next** to progress.

< Prev **5** Next >

Step 2 of 5: Graduation Options i **4** Confirm

Bachelor of Business (International Business)

In absentia
 Ceremony

Vietnam Graduation _ HCMC 14 April 2026

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.

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

< Prev **4** Next >

Step 3 of 6: Name Order i **3** Confirm

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 | Nguyen |

Step 4 of 6: Confirm Contact Details

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

- Edit details, if required. Click the contact to edit.
- Click **Confirm**.
- Click **Next**.

< Prev **3** Next >

Step 4 of 6: Confirm Contact Details i **2** Confirm

Email

| Email Address | Email Type | Preferred |
|---------------|------------|-----------|
| @gmail.com | Personal | > |

Step 5 of 6: Career Status Survey

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

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

< Prev **2** Next >

Step 5 of 6: Career Status Survey i **1** Save Answers

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

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 Business (Economics and Finance) | Ceremony | Vietnam Graduation _ HCMC | 14 April 2026 | <input type="button" value="Change Option"/> |
| 2 Can Confirm | Bachelor of Business (Economics and Finance) | Ceremony | Vietnam Graduation _ HCMC | 14 April 2026 | <input type="button" value="Confirm"/> |

You have successfully submitted the Graduation application on myRMIT.

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 will be published on [Eligibility and Apply to graduate](#) page soon.
- 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.

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 0

| 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”

| Item Description | Amount |
|-----------------------------|------------------|
| Graduation Ceremony * | 2,037,038 |
| VAT | 162,963 |
| Total Payable Amount | 2,200,001 |

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

Graduation Applications

Graduation Applications 0

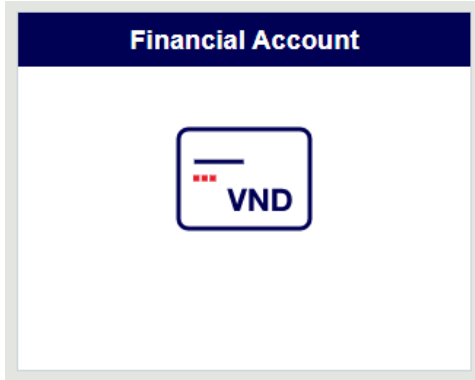
| Application Status | Academic Program | Graduation Option | Ceremony Name | Ceremony Date | |
|--------------------|--|-------------------|---------------------------|---------------|------------------------|
| 1 Applied | Bachelor of Business (Economics and Finance) | Ceremony | Vietnam Graduation _ 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.

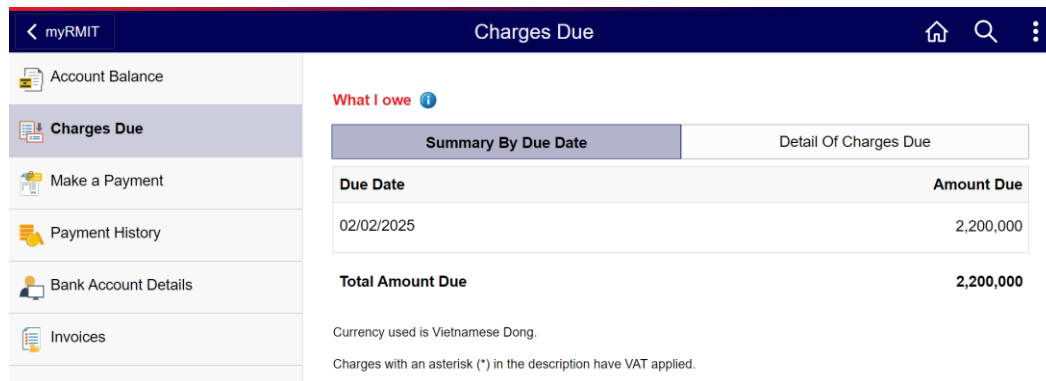
Graduation Fee Payment

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](#).



| Summary By Due Date | | Detail Of Charges Due |
|-------------------------|------------------|-----------------------|
| Due Date | Amount Due | |
| 02/02/2025 | 2,200,000 | |
| Total Amount Due | 2,200,000 | |

Currency used is Vietnamese Dong.
Charges with an asterisk (*) in the description have VAT applied.

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 SAMS. There is no need to resubmit your application to update this information.