How to Apply for Candidacy and Graduation at UNC Charlotte

Below are the directions provided by the Graduate School as to how one applies for Candidacy and Graduation. If you have completed all your coursework and plan to defend your thesis in the upcoming semester, you must apply for candidacy and graduation at the start (during the first two weeks) of the semester in which you plan to defend.

Note: If you do not defend in the intended semester, you must re-apply for graduation on a semester by semester basis until you successfully defend. Your initial application of candidacy, however, is valid for one year. Please note also at least one week prior to your Thesis/Project defense students must request, complete and return the Defense Announcement Form from Rhonda French at rfrench5@uncc.edu.

How to Access Electronic Candidacy Application:

Log into 49er Express. Select Banner Self Service, Student Services, Student Records and Apply for Candidacy for Graduate Students. Carefully read and follow all directions for each section. After completing all sections, the application is printed and taken to the department for the Graduate Coordinator’s approval signature.

How to Apply for Graduation:

Log into 49er Express. Select Banner Self Service, Student Services, Student Records and Online Graduation Application. Read the directions. Click on “Continue” if this is the first time a graduation application has been submitted or “Create a New Application” if one has been submitted previously. After all sections are complete, remember to click the “Submit” button.