

Mississauga S.S. Commencement 2017

GradU-8 Student Registration Instructions

Important Information:

- Commencement is Friday, November 10, 2017, 7pm, at Mississauga Secondary School. *Graduates must arrive at least one hour early* and proceed to the cafeteria to don their gown and prepare for the ceremony.
- Please limit guests to two (2) people due to space restrictions. Guests are encouraged to arrive early and proceed to the gymnasium to secure their seats.



- The Commencement Fee for 2017 is \$20.
- Students requesting a refund later must present their payment receipt, otherwise no refund will be granted.

1. Open your browser to **mississauga.gradu-8.com**.
2. Enter your **Student Number** in the *Student ID* field.
3. Enter your **Birth Date (YYMMDD)** in the *Password* field.
4. Click on **Login** Button.

Step 1: Logon



5. Enter your **New Password** twice, once in each field provided.
6. Click the **Update Password** button. Click the **Continue** button.

Step 2: Create a New Password



Step 3: Enter Email Address

7. Enter your **Email Address** in the *Email Address* field. *Important: you must enter a valid email address to register with GradU-8.*

8. Click on **Update Info** Button

Contact Information

Please register by completing all fields

Information Use:
The policy for this application is that all information provided herein is for internal use to communicate developments for Commencement. Data will be archived for commencement records only.

Please modify any information on this page as soon as you are able.

Adam Lastman
 First Name Last Name
 1234 Hollow St
 Apt Street Address
 Toronto Ontario
 City Province/State
 L1E4H5 Canada
 Postal/Zip Code Country

Name Read During Ceremony: Adam Lastman
 Note: Any changes to Ceremony Name must be reviewed and approved.

Institution of Learning/Employer: University of Guelph
 Programme/Position: Sciences

Height (ft, in): 5,10 For Academic Gown

You are now registered for Commencement 2017! Please be sure to update any information that changes as soon as you can to ensure the latest information will be read during the ceremony.

Forgot your Password?

If you have entered a valid email, simply navigate to the login screen and enter your **Student Number** and click the **Forgot Password** button. If you are sure you would like to reset your password, click the **Confirm** button. An email will be sent to the email address you have provided with a new password. If you have not provided an email address or are having other problems, please contact your Commencement Administrator.

9. Enter your **Address** in the appropriate fields provided.

10. You may request a change to your **Name Read During Ceremony**.

11. Note: Any changes must be approved by the Administrator.

12. Enter your **School Name/Employer Name** and **Program/Position** in the appropriate fields based on your future plans after graduating. Example 1: University of Waterloo Chemical Engineering Example 2: Home Depot Customer Service Example 3: Returning Returning Note: If you are returning to school, please type 'Returning' in both fields. If you are not sure of your plans at this time, enter your best guess and be sure to return to this site to enter the correct information as soon as you have it.

13. Enter your **Height** in field provided. Example: If you are 5'10" you would enter **5,10**.

Step 4: Contact Information and Future Plans

14. **Review** the status of the various requirements for graduation/attendance.

15. Note: if you feel that the status of some of the requirements are not up to date, it is possible that the administrator has not entered all the information yet. Check back later.

Review

Please ensure that all the information presented here is correct.

Name: Adam Lastman
 Address: 1234 Hollow St
 Toronto, Ontario L1E4H5
 Canada
 Email: adam.lastman@gmail.com
 Original Ceremony Name: Adam Lastman
 Requested Ceremony Name: No changes have been requested.
 Institution of Learning/Employer: University of Guelph
 Programme/Position: Sciences
 Height (ft, in): 5,10

Data Entry Complete?
 Community Service Complete?
 OSS Literacy Test Complete?
 Commencement Fee Paid?
 Planning to Attend?

An email has been sent to the email address you have provided. Please login to ensure the email is correct. Note: If you do not see the email in your inbox, you may have to navigate to your junk folder and mark it as not junk.

16. Indicate if you are **Planning on Attending** by selecting either **Yes** or **No** from the drop down menu.

17. Click on the **Submit** button.

18. Remember to pay your **Commencement Fee** of \$20 on the cashless site.

Step 5: Registration Status

19. **Review** all of the information for accuracy. If changes are required, click the **Back** button and make any necessary changes. **IMPORTANT:** If this is your first logon, you will see a message indicating that an Email Message was sent to the address that you provided. Please log into your email address

immediately to ensure that you have received the message in your Inbox. If it is not there, please check your "Junk" folder and mark the message as "Not Junk" and add GradU-8.com as a safe sender. This is required since you will be receiving important messages about the event details in the future.

20. Click **Finished** button when you are done.