Frequently Asked Questions:

• How do I verify that the warrant request was submitted successfully?
  • Check with the appropriate Graduate School Degree Coordinator—they will be able to look in their system to see if the request was received

• How do I print a warrant if I’ve lost the approval email?
  • In GrEU, enter in the student’s ID number and term
  • When the list of student warrants requested appears, click the one that you’ve requested
  • You’ll then be redirected to WebNow, where you can follow the steps to print. Select the Warrant_Print in the drop down menu and then print the warrant
What do I do if I receive a submission error message?

- Try submitting your request again in a different Internet browser
- Do not enter both the student name and campus ID number
  - Enter only one or the other in GrEU
- Make sure you are connected to the UW campus internet
  - If on laptop:
    - log into campus VPN in order to get access
    - or use UW campus internet
- The dissertation title field has character limits—try shortening the title to fit inside the text box completely
- Make sure you don’t have any special characters or formatting in the form fields
  - Only plain text should be entered into the form’s fields