



Graduation Checklist 2018-2019

Office of Enrollment Management and Records
(formerly Admissions and Records)



APPLY!!!

- Have regular conversations with your Advisor!
- Come to Senior Class meetings.
- See the "Graduation Requirements" section of your Catalog.
- A fee of \$80 must be paid to the Business Office.
- At least 25% of the required hours must be earned in residence.
- You must earn a minimum of 124 credit hours and a grade point average of not less than 2.0 (cumulative). Some majors have higher requirements.
- Honor calculations are for four years of coursework. Cords are distributed during graduation rehearsals.
- December completers should provide a change of address to the Office of Enrollment Management (Admissions) and Records.
- Mid-term grades are vital! Discuss them with your advisor and solve problems early.
- Remove all "X" and "I" grades and missing assignments no later than **April 25, 2019**.
- All senior audits from Admissions and Records will be completed by November and given to the academic divisions.
- Recommendation Forms for graduates that have applied will be sent to advisors. **Everyone must apply for graduation!!!**

CLASS NIGHT - May 3, 2019

COMMENCEMENT - May 4, 2019

Graduate School Enrollment and Jobs

- ☐ Find graduate schools for your specific graduate program. Click [Graduate and Professional School Applications](#).
- ☐ Collect recommendations and necessary materials needed for graduate school.
- ☐ If loans funds are needed for Graduate School complete the [Free Application for Federal Student Aid \(FAFSA\)](#).
- ☐ Participate in on-campus career fairs and keep up to date with employers coming to campus.
- ☐ Submit a copy of your résumé to the Office of Career Services for review.
- ☐ Find federal, state, and other jobs. Click [Jobs](#).