

Countdown to Commencement



Senior Checklist

Deadline

- | | | |
|--------------------------|--|--|
| <input type="checkbox"/> | Check your academic requirements with your advisor
Ensure you've met the general education requirements, as well as those for your major. If necessary, make last minute schedule changes. | September 8
(fall semester drop/add) |
| <input type="checkbox"/> | If graduate school is in your immediate future, ensure you meet application deadlines
Write your personal statement early, allowing time for others to review and offer suggestions. Request letters of recommendation several weeks before your application deadline. | Varies by school, usually early- to mid-fall |
| <input type="checkbox"/> | Complete your degree application
This can be done through GC Online. Go to "Academic Services" and click on "Degree Application." | September 30 |
| <input type="checkbox"/> | Prepare for future job interviews
Create or update your resume; sign up for a practice interview with Career Services. Consider participating in the Super Tuesday event. | Early! |
| <input type="checkbox"/> | Complete the commencement Attendance Declaration Sheet
Return the completed form to the Registrar's office (AD 06). | TBD (mid-March) |
| <input type="checkbox"/> | Purchase your cap & gown (if desired)
Visit the GC Bookstore to place your order. | TBD (early April) |
| <input type="checkbox"/> | Purchase your printed graduation announcements (if desired)
Available through the Registrar's office (AD 06). | Mid-March through commencement |
| <input type="checkbox"/> | Complete financial aid exit interviews.
If you received a federal or Perkins loans an exit interview is required. Complete the interview online or talk with Financial Aid staff in person during an exit interview meeting. | Before end of your last semester at GC |
| <input type="checkbox"/> | Contact accounting office to pay any outstanding bills you have with GC
Your student account must be paid in full before you can receive your diploma. | April 24 |
| <input type="checkbox"/> | Update your contact information with the Registrar
Call the Registrar at 7517 or stop by in person to provide your permanent address for after graduation. This will ensure your diploma is mailed to the correct address. | End of May term |
| <input type="checkbox"/> | Forward your postal mail and return your mailbox key
Stop by Printing & Mailing in person to fill out the appropriate paperwork | End of May term |
| <input type="checkbox"/> | Forward your GC email and download your files from the M: drive
For details, visit http://www.goshen.edu/its/Help_Desk/Grads | Within 6 months after your last class |
| <input type="checkbox"/> | Register for the online Alumni Network
Search for GC alumni to network with and keep in touch with your graduating friends. Sign up at http://mygc.goshen.edu/alumni/Alumni_Online/Sign_up | Anytime |