

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.	
<input type="checkbox"/> Complete your degree application Log in to GC Online. Go to "Academic Services" and click on "Degree Application."	September 30
<input type="checkbox"/> Considering graduate school? 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 the deadline.	Varies by school, usually early- to mid-fall
<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 the GC accounting office to pay any outstanding bills Your student account must be paid in full before you can receive your diploma.	Day before commencement
<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