**Fall 2019 Graduation Checklist**

RETURN COMPLETED GRADUATION CHECKLIST
TO THE OFFICE OF THE REGISTRAR
BY MONDAY, DECEMBER 2, 2019

Student Name

Student ID

Student Signature

Date

- Please note that ALL students are assessed the Graduation fee $85 & Class Dues $275, regardless of whether or not you participate in the commencement ceremony on May 10, 2020.

- Schedule an Advising Appointment. Review your degree requirements on Webadvisor and with your advisor

**Complete Loan Exit Interview**
Students receiving Direct Stafford Loans must complete an Exit Interview at [www.studentloans.gov](http://www.studentloans.gov)
Students will receive an email with instructions. Students who received a Perkins loan will receive Exit instructions by email. *(See Student Financial Services for assistance)* Direct loans and Perkins loan borrowers must complete exit counseling to receive their diploma.

- Obtain Graduation Financial Clearance
**December 2 deadline** - Students with a balance must set up a payment plan.
See Student Accounts- Wilkinson Hall Room 428 (SFS) – Traditional Students
To schedule an appointment: https://waustudentaccounts.setmore.com

See SGPS Business Manager – SGPS Students.

- Alumni Demographics & Future Employment Survey  - Please fill out the brief survey and provide the confirmation number.  
  [https://wau.az1.qualtrics.com/jfe/form/SV_0dKmFk1Zn2fuYE5](https://wau.az1.qualtrics.com/jfe/form/SV_0dKmFk1Zn2fuYE5)  

- Complete the Graduation Satisfaction Survey  - Please fill out the brief survey and provide the confirmation number.  
  [https://wau.az1.qualtrics.com/jfe/form/SV_72uaOkKfF2G9oH3](https://wau.az1.qualtrics.com/jfe/form/SV_72uaOkKfF2G9oH3)  

- Order Your Cap and Gown (February 2020)  [http://colleges.herffjones.com/college/_wau/](http://colleges.herffjones.com/college/_wau/)
You can order your graduation announcements and Regalia through Herff Jones (Link will be provided on Graduation Central). For more information, contact the University Bookstore *(Cannot be charged to student account)*

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Diploma Release Card (Blue Card) is available the Monday, January 13, 2020