Graduating Senior Checklist

Congratulations! You’re almost there! But to make sure you get to graduation okay, make sure to complete the checklist below:

☐ Complete Application for Degree
  www.alcorn.edu → Academics → Office of Student Records → Student Success Resources

☐ Current Transcript
  Student must obtain a current student transcript from the Office of Student Records.

☐ Current Course by Study Sheet
  This sheet maybe collected from the appropriate curriculum advisor. The student must complete the sheet (both sides) and submit it to the advisor for final evaluation and signature.

☐ Substitution Waiver Form(s)
  www.alcorn.edu – Office of Student Records – Online Forms – Substitution Waiver

☐ Complete the Departmental Exit Application Form
  This form is available under the Department of Education & Psychology webpage at www.alcorn.edu under “Exit Examinations”.

☐ Complete the Departmental Exit Exam
  (November & March) Note: If you miss the exam, please contact your advisor.

☐ Graduation Cap & Gown Requirements
  You can learn more about getting your Cap & Gown at www.alcorn.edu/commencement

☐ Complete the Student Clearance Form
  This form may be obtained from the Student Affairs located on the second floor of the Union

Please make sure all forms are typed and signed before submission.