

DA: April 9, 2018

TO: Spring 2018 Candidates for Graduation

FR: Donzell Lee, Ph.D. Provost & EVPAA

## PRE-COMMENCEMENT CLEARANCE

**STEP 1:** Check go.alcorn or Banner Online Services → here to see if you have any HOLDS, and if so...

**STEP 2:** Contact Alcorn office that placed HOLD  $\rightarrow$  here

**STEP 3:** Get HOLD removed (e.g. \$50.00/\$100 application fee)

**STEP 4:** Check go.alcorn or Banner Online Services → here to confirm HOLD is removed

Alcorn has ended the paper-based *Clearance Forms* process. As in fall 2018 Commencement, students meeting all degree requirements without holds are considered clear for Spring 2018 graduation. Bursar, Financial Aid, Housing, Library, Parking, Police, Student Affairs, etc. will review the graduation list (click  $\rightarrow$  here) and affix graduation holds on any degree candidate with unresolved fines, fees, or holds. No student will graduate, receive cap/gowns or get diplomas/transcripts with a hold on the student's account. For help, see your academic advisor  $\rightarrow$  here.

Congratulations!