

## BSC Graduation Check-list

\*\*\*The following should be completed the semester prior to your intended graduation.\*\*\*

### NO GRADUATION FEE

#### Academic Advisor

Meet with Academic Advisor to Complete 45- or-90 Hour  
Evaluation for Graduation \_\_\_\_\_

#### Registrar's Office

Complete Graduation Application online or in office \_\_\_\_\_  
Call for instructions for online application process \_\_\_\_\_  
Turn in 45- or -90 Hour Evaluation signed by Academic Advisor \_\_\_\_\_

\*\*\*During the semester leading up to your graduation, please stop by the following offices:\*\*\*

#### Business Office

Make sure all financial holds have been cleared. \_\_\_\_\_

#### Career Services

Register for job placement services \_\_\_\_\_  
Complete graduation survey \_\_\_\_\_

#### Financial Aid

Complete Financial Aid Exit Interview \_\_\_\_\_

#### Bookstore

Pick-up Graduation Cap & Gown \_\_\_\_\_  
Purchasing or Picking-up Honor Cords \_\_\_\_\_  
Order Class Rings, Graduation Invitations, etc. (optional) \_\_\_\_\_  
Questions concerning purchasing of caps & gowns \_\_\_\_\_

#### Alumni Office

Sign up for BSC Alumni Association \_\_\_\_\_

#### Athletic Department

Student Athletes return any athletic equipment \_\_\_\_\_

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Approximately one month prior to the Graduation Ceremony you will be mailed instructions regarding the commencement exercise.