

Fall 2008 through Fall 2009 Baccalaureate Senior Checklist

This checklist is to assist you in planning your senior year at UMD.
Check with your college office for additional steps necessary to complete your program.

Date	Action
Any time after completing 90 credits	<p>Fill out a <i>Credit Check Balance Sheet</i> for an examination of your records to determine if all degree requirements have been completed. (LSBE students must fill out a <i>Graduation Plan</i>.) For an accurate credit check you must have your selected majors and minors declared and entered into the University's computer system. Results of the credit check will be mailed to you in approximately three weeks.</p> <p>Check your APAS frequently. The Office of Financial Aid and Registrar uses the APAS for clearing and posting degrees.</p> <p>Where to go: College of Liberal Arts—Student Affairs and Advising Office, 310 Kirby Plaza College of Education and Human Service Professions—Student Affairs Office, 120 Bohannon Hall Labovitz School of Business and Economics—Student Affairs Office, 111A LSBE School of Fine Arts—23 Solon Campus Center Swenson College of Science and Engineering—23 Solon Campus Center</p>

For all students graduating Fall Semester 2008 through Fall Semester 2009		
If your graduation term is	Your Application for Degree deadline is	
Fall Semester 2008	Sept 15, 2008	<p>Requirement: Complete the new online <i>Undergraduate Application for Degree</i> and complete a <i>Commencement Attendance Questionnaire</i>. Your diploma and the printed commencement program are generated from this information.</p> <p>If the application is submitted and the questionnaire received on or before February 2, 2009, your name will appear in the spring 2009 commencement program even if you are not attending the ceremony. If the forms are received after February 2, 2009, your name will appear in the spring 2010 program.</p> <p>You must abide by the application deadlines listed. If you miss a deadline and feel you have extenuating circumstances, contact the Student Assistance Center, 23 Solon Campus Center.</p> <p>Fall 2009 applicants who want their names to appear in the Spring 2009 commencement program must abide by the Spring 2009 deadline.</p> <p>Commencement participation policy: http://www.d.umn.edu/registrar/commencement_participation_policy.html</p> <p>Where: Online application: http://www.d.umn.edu/registrar/eDegree/index.htm Print the questionnaire from: http://www.d.umn.edu/fareg/forms/bac0809.pdf and turn the questionnaire in at 23 Solon Campus Center.</p>
Spring Semester, May Session or Summer Session 2009	Feb 2, 2009	
Fall Semester 2009	Sept 21, 2009	
Available Fall Semester 2008		

Date	Action
Thursday, March 5, 2009 10:00am to 6:00pm	<p>Attend Grad Fair 2009, the one-stop shop for all of your graduation needs.</p> <ul style="list-style-type: none"> • UMD and local vendors with information on degree clearance, financial collections, career services, alumni association, class rings, graduation announcements, Duluth hotels, restaurants, visitor attractions, grad party ideas, and more! • 20% discount on graduation caps and gowns, tassels, hoods and diploma frames • Register for door prizes • Watch the <i>Statesman</i> for more information. For questions, contact UMD Stores at 218-726-7286 or www.umdstores.com. <p>Where: Kirby Ballroom</p>
If your graduation term is	Deadline to verify your information is <p>Verify all commencement and graduation information. Students who have applied to graduate during the 2008–2009 academic year and whose names are going to appear in the spring 2009 commencement program should verify all their commencement/graduation information prior to completing their degree requirements.</p>
Fall Semester 2008	Nov. 14, 2008 <ul style="list-style-type: none"> • Verify the spelling of your name, diploma address, expected graduation term, major(s), and minor(s) using the online Application for Degree Web site at http://www.d.umn.edu/registrar/eDegree/index.htm.
Spring Semester, May Session or Summer Session 2009	March 27, 2009 <ul style="list-style-type: none"> • Verify your commencement attendance plans, the spelling of your hometown, and honors information at https://vcassl.d.umn.edu/ofar/commencement/attend/
Spring Commencement	<p>Purchase the cap and gown necessary for participation in commencement. Where: UMD Stores Lower Level, 175 Kirby Student Center, or http://www.umdstores.com</p>
Undergraduate Commencement May 16, 2009	<p>Attend commencement. Guest tickets are required. Allow time for parking. For more information, http://www.d.umn.edu/commencement/ Where: Duluth Entertainment and Convention Center (DECC) Line up no later than 11:30 am. Ceremony at 12 noon.</p>
Within three weeks of the term in which you are expecting to graduate	<p>Contact Financial Collections for an exit interview, required by federal regulations for all students who have received one or more of the following loans: Federal Direct Stafford, Perkins, Health Professions, Primary Care, and University Trust. Failure to complete an exit interview will result in a hold on your records and diploma. For more information visit http://www.d.umn.edu/umdbo/exit.html. Where: 129 Darland Administration Building, (218) 726-8103</p>
At least two semesters before expected graduation	<p>Visit Career Services for assistance with planning your career, finding employment, or gathering information on graduate school. For information about our services, see http://careers.d.umn.edu</p> <ul style="list-style-type: none"> –Post your resume to GoldPASS, the University of Minnesota’s job posting and resume referral service. –Participate in on-campus interviews. <p>All at no charge. Where: Career Services, 22 Solon Campus Center, E-mail: carserv@d.umn.edu, telephone 218-726-7985</p>
The semester you graduate	<p>Requirement: You must complete the <i>Graduate Follow-up Survey</i>. UMD is required to report follow-up information on all graduates. Where: Career Services, 22 Solon Campus Center or online at http://careers.d.umn.edu.</p>
Within two months after commencement	<p>You will receive one of the following: A: a congratulations letter and a final transcript showing your degree is posted, OR B: a discrepancy letter explaining what action you need to complete in order to obtain your degree.</p>
Approximately two months after completion of degree requirements	<p>You will receive your diploma in the mail.</p>
<p>Congratulations and welcome to the UMD Alumni Association! As a UMD graduate, you are automatically a member of the UMD Alumni Association. There are no dues. You will receive the alumni magazine, <i>The Bridge</i>, and are e-mailed the <i>UMDView</i>. Visit http://www.umdalumni.com to stay connected, update your current information, network and view upcoming alumni events. For additional information, call 866-726-7164 or e-mail pdelano@d.umn.edu.</p>	