

## ADVISORS' GRADUATION CHECKLIST

*Check the following areas of the AR to make sure they have been satisfied (no longer bolded on AR)  
If personalization is needed, student must get appropriate initials for the area —BEFORE YOU SIGN*

STUDENT NAME: \_\_\_\_\_ STUDENT ID # \_\_\_\_\_

- \_\_\_ 1. CUMULATIVE CREDIT AMOUNT OK (*use Advisement Report sec. I--NOT transcript*)
- \_\_\_ 2. UWW CUMULATIVE GPA OK (*refer student to **Salisbury 124***)
- \_\_\_ 3. COMMUNICATION AND CALCULATION SKILLS OK (*refer student to **Salisbury 124***)
- \_\_\_ 4. UNIVERSITY REQUIREMENTS AND DIVERSITY OK (*refer student to **Salisbury 124***)
- \_\_\_ 5. DEGREE REQUIREMENTS OK (*if personalization is needed, refer student to **Salisbury 124***)
- \_\_\_ 6. MAJOR OK (*if personalization is needed, refer student to **Department Chair***)
  - \_\_\_ CREDITS
  - \_\_\_ GPA
  - \_\_\_ WRITING REQUIREMENT
  - \_\_\_ EXIT INTERVIEW
- \_\_\_ 7. MINOR CREDITS AND GPA OK (*if personalization is needed, refer student to **minor dept.***)

ADVISOR SIGNATURE: \_\_\_\_\_

**STUDENTS MUST APPLY FOR GRADUATION IN THE REGISTRAR'S OFFICE THE SEMESTER BEFORE THEY PLAN TO GRADUATE**

*This completed checklist should be kept in the student's advising file.*