

# APPLYING FOR GRADUATION

## Checklist



### Have you.....?

...filled out a graduation application online through your STAR MIX account by the deadline? Did you remind your friends to do so as well?

...made sure the graduation application properly lists your name, address, degree (BA, BM, BFA, BMDS, MA, MFA, MM, DMA, PhD), your major (Acting, Dance, Graphic Design, Musical Theatre, Music Education, MDS, etc.)?

...made sure the graduation application includes any minors you are completing?

...checked in with your advisor recently to make sure you are on track to graduate in time with no deficiencies?

...visited your DegreeWorks file via your MIX account to make sure your file is in good order and that your degree, concentration and/or minor are listed correctly? If you discovered any problems, did you talk to your advisor?

...tracked down any memos or other paperwork needed for justification of completion of your requirements (ex. Degreeworks substitutions, recital programs, etc.)?

...paid up all of your debts?

...updated your address in MIX?

...had your file reviewed and received word from your advisor and the Student Records Officer (Jeanne Friebe) that everything is in good order to graduate?

...visited the [graduation.wvu.edu/](https://graduation.wvu.edu/) website if you are attending the Commencement ceremony?

...ordered your cap and gown at the WVU Bookstore or at the herffjones website:  
<https://colleges.herffjones.com/college/wvu/>

...Questions?....Contact me at [Jeanne.Friebe@mail.wvu.edu](mailto:Jeanne.Friebe@mail.wvu.edu), stop by my office in Rm. 3119 or call 304-293-4330.

**Have a great final semester and make the most of it!!**

