



**Graduation Application Checklist**

To qualify for graduation, you must obtain clearance from all departments indicated. Please take this form and have a representative from each department complete their section. After completion, return the form to the Student Services Department or email it directly to [studentservices@fnu.edu](mailto:studentservices@fnu.edu)

<b>Student Name:</b> _____	<b>Expected Graduation Date:</b> ___ / ___ / _____
<b>Student ID:</b> _____	<b>Program:</b> _____

Financial Aid Department	
All Financial Aid documentation is complete: YES: _____ NO: _____	Is student placed on hold: YES: _____ NO: _____
Financial Aid Officer: _____	Signature: _____

Default Management	
Exit Interview complete: YES: _____ NO: _____	Exit Interview completed on: ___ / ___ / _____
Default Management Officer: _____	Signature: _____

Bursar's Office	
All Financial responsibilities met: YES: _____ NO: _____	(If No) Balance due: \$ _____
Comments: _____	
Bursar's Officer: _____	Signature: _____

Career Services	
Exit Interview complete: YES: _____ NO: _____	Exit Interview completed on: ___ / ___ / _____
Workshop complete: YES: _____ NO: _____	Workshop completed on: ___ / ___ / _____
Career Services Officer: _____	Signature: _____

Library	
Overdue or pending items: YES: _____ NO: _____	Is student placed on hold: YES: _____ NO: _____
Librarian: _____	Signature: _____

Registrar Department	
Credits Completed: YES: _____ NO: _____	
Registrar's Officer: _____	Signature: _____

Student Services Department	
Cap & Gown Form: YES: _____ NO: _____	Form Submitted on: ___ / ___ / _____
Student Services Officer: _____	Signature: _____