**GRAMBLING STATE UNIVERSITY**

**COLLEGE OF BUSINESS**

**GRADUATING SENIOR CERTIFICATION CHECKLIST**

|  |  |  |
| --- | --- | --- |
| **ITEMS** | **YES** | **NO** |
| 1. Completed application for undergraduate graduation
 |[ ] [ ]
| 1. Degree Works/Unofficial Transcript
 |[ ] [ ]
| 1. Advising Contract
 |[ ] [ ]
| 1. Completed course substitution/waiver forms (DocuSign) with Advisor
 |[ ] [ ]
| 1. Attached copy of School ID card
 |[ ] [ ]
| 1. Take GET 300 (Rising Junior Exam)
 |[ ] [ ]
| 1. GPA in Major courses 2.0 or higher
 |[ ] [ ]
| 1. Grambling Hiration (Resume)
 |[ ] [ ]
| 1. Letter of Employment (optional)
 |[ ] [ ]
| 1. Completed Graduation Survey (coming at the end of the semester)
 |[ ] [ ]
| 1. 160 Hours of Service Learning Hours Completed
 |[ ] [ ]

**Links for the items listed above and the following can be found at:** [**www.gsucob.net**](http://www.gsucob.net)

* Academic Advisors
* Degree Works
* How to Perform a Degree Audit PDF
* How to Perform a Degree Audit Video