

Graduation Checklist

Apply for graduation

The link to the Graduation Application is on your MyMichiganTech checklist. This application is due by Week 10 of the semester prior to graduation.

Complete your degree audit

*Some departments require completion of a paper audit in addition to your interactive audit. When running your interactive audit, be sure to run the default audit that says "Latest". It is important that you run your interactive audit after you have registered for your last semester of classes. All of the areas on the degree audit should be **green** except the last two areas, Repeated Courses and Courses Not Used, which are always red. If there are problems with your interactive audit see your advisor ASAP. You will receive email notification once your interactive audit has been approved by your department.*

Complete the First Destination survey

This survey is to be completed once you have plans for after graduation, whether it is going to graduate school, into the military, joining the Peace Corps, or taking a job after graduation. It is important because this is how Michigan Tech determines your placement rate upon graduation. The survey is located on Handshake. <https://mtu.joinhandshake.com/login>

Complete your loan exit counseling for financial aid

Some loan programs require that you complete exit counseling. You will receive an email notification if you are required to complete this. If you have questions, contact the Student Financial Services Center at 906-487-2622.

Order your cap and gown, honor cords

If you are participating in Commencement these need to be ordered on time to avoid a late fee (usually by Week 6 of semester you will be walking). Go to the commencement webpage for more information on Commencement, such as getting tickets, etc. <http://www.mtu.edu/commencement/>

Check that your name is on the Graduation Candidates list

Even if you are not participating in commencement, your name should be on this list, which is located on the commencement webpage. <http://www.mtu.edu/commencement/>

Participate in departmental events

Many departments hold special senior events, such as senior exit interviews/survey, senior awards ceremony, graduating class picture, Order of the Engineer reception, senior reception, etc. Keep an eye out for more information on these events.

Make arrangements to take professional certification exam

Professional certification exams are best taken now while the test material is fresh in your mind. Michigan Tech offers many professional exams in our testing center and some departments subsidize the cost of the exam if you take it now, so take advantage of this.

Participate in commencement ceremony

Commencement is optional. Summer graduates wishing to participate in commencement are automatically assigned to the spring ceremony. If you wish to participate at a later date, contact Degree Services at degree@mtu.edu or 487-2395.

Congratulations on your degree!