



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

Student Name: _____ Expected Graduation Date: ____ / ____ / ____

Student ID: _____ Program: _____

Financial Aid Department – financialaid@fnu.edu

All Financial Aid documentation is complete: YES: ____ NO: ____ Is student placed on hold: YES: ____ NO: ____

Financial Aid Officer: _____ Signature: _____

Default Management – cvasquez@fnu.edu

Exit Interview complete: YES: ____ NO: ____ Exit Interview completed on: ____ / ____ / ____

Default Management Officer: _____ Signature: _____

Bursar's Office – bursar@fnu.edu

All Financial responsibilities met: YES: ____ NO: ____ (IF NO) Balance due: \$ _____

Comments: _____

Bursar's Officer: _____ Signature: _____

Career Services – careerservices@fnu.edu

Exit Interview complete: YES: ____ NO: ____ Exit Interview completed on: ____ / ____ / ____

Workshop complete: YES: ____ NO: ____ Workshop completed on: ____ / ____ / ____

Career Services Officer: _____ Signature: _____

Library – hlibrary@fnu.edu

Overdue or pending items: YES: ____ NO: ____ Is student placed on hold: YES: ____ NO: ____

Librarian: _____ Signature: _____

Registrar Department – registrars@fnu.edu

Credits Completed: YES: ____ NO: ____

Registrar's Officer: _____ Signature: _____

Student Services Department – studentservices@fnu.edu

Cap & Gown Form: YES: ____ NO: ____ Form Submitted on: ____ / ____ / ____

Student Services Officer: _____ Signature: _____