Students graduating Spring 2018— Quick Checklist

January:
1. Request a current degree audit and review to make sure you will complete all requirements for graduation.
2. Meet with Lynne or Megan early in the semester to review your degree audit. Do this the first or second week, if possible, so you can still add courses you might need.
3. Have all transcripts for coursework taken outside UI sent to Iowa- This is required.
4. Have you filled in second grade option paperwork at 120 Shaeffer Hall, if applicable?
5. Fill in your application for graduation on your MyUI account. Deadline Feb.23.
6. If you are thinking of graduate school, have you turned in your applications?
7. Have you sent in residency applications, for some programs.

February:
1. If you are graduating with Departmental Honors meet with Lynne to begin the application process. There are Honors brochures outside 122 ABW.
2. BFA’s are required to sign up for ARTS:4195, BFA show. Make sure you have done that.
3. If you are doing Departmental Honors, go to the meeting in January to review the process.
4. If you are doing Departmental Honors sign up with Lynne for the Group Honors show.
5. If you are interested in participating in the Graduating Senior show, contact Lynne.
6. Graduation application and Departmental Honors application due Feb.23.

March:
1. Graduation is May 12. Make sure you have reserved hotel rooms for family.
2. Graduation information will be available at: http://registrar.uiowa.edu/commencement
3. SAAH will be holding info sessions on: Networking with Art Professionals; Job Search Strategies; Cover Letters/Resumes, Panels with Graphic Design Professionals and more. Find this information on the SAAH webpage-
4. Save Friday, May 11 from 2-3pm for the SAAH Reception for graduating seniors and their families.
5. Meet with Elise-Perea@uiowa.edu or garry-klein@uiowa.edu, our wonderful career counselors for information about job search resources.
   a. update your resume; craft cover letters specific to each job; Get on HireaHawk
   b. update and make appropriate your social media platforms
   c. If you are applying to graduate school, make a spreadsheet of when your applications are due for each institution. Most graduate schools will have a Jan or early Feb. deadline for fall admission.

April:
1. If you are graduating with Departmental Honors make an appointment with Lynne. Check forms are filed, abstract completed, pictures submitted, project completed, show done.
2. Check the registrar site above for more specific information about gowns and program.

May:
1. Honors Group show- week of April 30-May 4
2. Graduating Senior Show- week of May 7-11
3. Reception for Graduating Seniors and their family/friends: May 11, 2-3pm ABW lobby
4. All BFA shows should be completed along with the paperwork.