



SENIOR RECORD CHECK INFORMATION

The Senior Record Check (SRC) packet consists of:

- Application For Graduation
- Graduation Check Sheet
- Any approved
 - Transient Student Forms
 - After finishing the course, the student must arrange to have the transcript sent to AAMU and the advisor must submit a Course Substitution form to have the course accepted at AAMU.
 - Visiting Student Forms
 - After finishing the course, the student must arrange to have the transcript sent to AAMU and the advisor must submit a Course Substitution form to have the course accepted at AAMU.
 - Course Substitution Forms for transient, visiting, & transfer courses
 - Professors, please note – If the student is transferring credits to AAMU upon enrollment, please forward the Course Substitution packet as soon as the student is assigned to you as an advisee. Waiting penalizes the student because:
 - They may take a course they do not need or
 - They do not take a course they do need because they thought the transferred course would be acceptable for substitution and it was not accepted.