

Graduating Students

Deadlines related to graduation will be posted on the School of Business web site. Go to: www.aamu.edu/sobus → Current Students → Deadlines. Please check it regularly. Cap and gowns can be ordered from the University Bookstore one to two weeks before Commencement. Student ID is required when ordering.

Please regularly check the COME SEE ME postings as they are updated. I may be trying to reach you. It will be on the board outside the Dean's Office.

Please note that there are four areas that you have to be cleared from before you can walk. These four areas are what are listed when you check the Graduation Clearance Status on the AAMU website. They are:

- Academics (Registrar's Office) – The Senior Record Check (SRC) packet is reviewed by the Registrar's Office and any discrepancies listed on the Graduation Clearance Status web page.
- Career Development Services (CDS) – The MonsterTrak Registration form is completed and a registration fee paid. An approved resume is placed on MonsterTrak. The Employment Status form is filled out and submitted to CDS. The Employment Status form can be obtained at the Career Development Center. It can be faxed or mailed back. Fax form to 256-372-5689 or mail to Career Development Services, PO Box 997, Normal, AL, 35762.
- Financial Aid (Office) – An exit counseling interview has to be done in person. If you are not receiving financial aid, still go and verify that you are not receiving aid so they will clear you to graduate.
- Financial Services (Business Office) – All monetary obligations need to be resolved.

Please note that if you do not intend to participate in Commencement, you must send a request in writing to Academic Affairs explaining why you are unable to participate and that you would like your diploma mailed to you. Make sure to include your name, student ID number and expected graduation semester/year. The Office of Academic Affairs will send a written response back to you approving/rejecting your request. If approval is obtained, please make arrangements with the Registrar's Office to mail your diploma.

The graduating senior exit survey is up and running on the Alabama A&M University Graduation Clearance Status web page. Please complete the survey before you are cleared. Go to www.aamu.edu → Current Students → Graduation Clearance Status.