



## MEMORANDUM

TO: Class of May 2024  
FROM: Yvette S. Clayton, Director, Career Development Services Center  
DATE: February 13, 2024  
RE: **Graduation Clearance with CDS**

Congratulations on earning a degree from Alabama A&M University (AAMU)! Your hard work and perseverance have allowed you to reach this major milestone in your life.

As you complete the steps in the graduation clearance process, please be advised that Career Development Services (CDS) is included in the Exit Criteria.

**All graduating students are required to complete the First Destination Survey.** The non-identifying information is used for reporting, and to assist the university with recruitment and accreditation efforts. *Example: XX% of the graduates in the May Class of 2024 had an average starting salary of \$55,000.*

- **You can access the First Destination Survey available in Handshake.**
  - Log into your Handshake account via the AAMU single sign on (SSO) portal: <https://www.aamu.edu/myaamu/>
  - Type the word "Handshake" in the search bar of your SSO account and click on the tool
  - Click on your initials in the top right hand corner of the homepage of Handshake and complete the First Destination Survey

**Note: If your status changes up to six months after you graduate, i.e. from Searching for Employment to Employed; you accepted a position with a higher salary, or if you are going to graduate school, please update your form. That will help us to have the most accurate data on the May Class of 2024.**

### Important Note:

- Career Development Services no longer requires graduating seniors to register with our office. *It is our hope that students have a profile and current resume in Handshake prior to graduation.*
  - If you are still seeking employment opportunities, *be sure to have a current resume uploaded in Handshake and complete your profile.*
  - Please add your personal email address to Handshake; *that will allow us to send updates after you graduate.*
  - Note: AAMU alumni are always welcome to attend CDS events, including career fairs.

**The last day for candidates to be cleared with CDS is Friday, April 26, 2024.** If you have any questions, please contact us at 256-372-5692. Our office is located in the Patton Building, Room 101.