

The Graduation Checklist

Don't worry, you're almost there!

Disclaimer: Although we've done our best to cover everything in this list, we are imperfect humans. This is not an official statement on everything you personally need to do to graduate, just something to help you keep track of the big stuff. Love, Alumni Relations.

Academic

- I turned in my thesis to the registrar for a format check by Friday, May 1 at 3 p.m.
- I submitted copies of thesis to all members of my orals board and passed my orals.
- I submitted two signed and bound copies of my thesis to the library by **noon** on **Friday, May 15**.
- I cleaned my thesis desk and library locker by **5 p.m.** on **Friday, May 15**.
- I completed all degree requirements.

Commencement

- I ordered my cap and gown from commencement@reed.edu by **5 p.m.** on **Friday, April 10**.
- I picked up my Cap & Gown on the weekend of **Friday, May 15**.
- I attended mandatory commencement rehearsal at **2 p.m.** on **Saturday, May 16**.

Settling The Tab

- I paid all financial obligations to the college at the cashier's window and paid any outstanding balance on my bookstore account at the bookstore's front counter, both by **4 p.m.** on **Friday, May 15**.
- I completed Perkins Loan exit counseling AND Reed loan exit counseling by **Friday, May 15** (if applicable)
- I moved out of my Reed housing and returned my key to Physical Plant by **5 p.m.** on **Tuesday, May 19** (if applicable)

Digital

- I updated my IRIS account with current contact information, including a phone number, email address, and address.
- I've backed up any documents and emails from my Reed Google Account and AFS homeserver that I want to keep.
- I completed the Senior Destination Survey by **Friday, May 15**.

More Resources on Graduation / Young Alumni Life

- **Senior Handbook:** Information on the thesis and academic requirements. reed.edu/registrar/pdfs/srhbook.pdf
- **Commencement Handbook:** Detailed information on commencement offerings and how to navigate commencement week. <http://www.reed.edu/commencement/>
- **Alumni Relations New Grad Page:** Information & FAQ on life after graduation <http://alumni.reed.edu/newgrad/>