

GRADUATION WORKSHEET

TIMETABLE:

♦ **2 semesters prior to graduation:**

- Complete this form by comparing it with your STAR Report.
- Take the completed form to your faculty advisor to review and sign.
- Submit the completed form to: SOEST Student Academic Services/SAS (HIG 131B).

♦ **During the Semester of Graduation:**

- ♦ 2nd week into the semester: Complete form for your Certificate or Minor (if you have one)
- ♦ 3rd week into the semester: Participate in an Exit Interview with SOEST SAS to complete your Application for Degree, assessment of your university experience, and alumni information.
- ♦ 3 months into the semester: Register online to attend the commencement ceremony, order graduation announcements, and purchase cap, gown, and tassel.

Print Legibly

NAME: _____ STUDENT ID: _____

EMAIL: _____@hawaii.edu PHONE: _____

MAJOR: _____ MINOR: _____ form

EXPECTED DATE OF GRADUATION: _____
Semester and Year

Have you completed the following?

FOUNDATION REQUIREMENTS

- 1 Written Communication (FW) course..... YES NO
- 2 Global & Multicultural Perspectives (FG) courses..... YES NO

DIVERSIFICATION REQUIREMENTS

- 2 different courses from Arts (DA), Humanities (DH), and/or Literature (DL)..... YES NO
- 1 Biological Science course (DB)..... YES NO
- 2 different Social Science courses (DS)..... YES NO

GRADUATION REQUIREMENTS

- Ethics (E) course..... YES NO N/A
- Hawaiian, Asian & Pacific Issues (H) course..... YES NO
- Oral Communication (O) course..... YES NO N/A
- Writing Intensive (W) courses..... YES NO
- 45 Upper Division-level credits..... YES NO
- Do you have at least a 2.00 overall GPA..... YES NO
- Are you on probation..... YES NO
- Acceptable Transfer Credits: _____ + _____ UHM Credits (no repeats) = _____

Total: 120 credits minimum

If you are in a 4+1 Program: Attach the Petition to Submit Undergraduate Excess Credits toward a Master's Degree form.

GES Majors Only: List your Coupled System courses:

SOEST GRADUATION WORKSHEET

REMAINING COURSES

Semester & Year: _____
Courses _____ Credits _____

Semester & Year: _____
Courses _____ Credits _____

Semester & Year: _____
Courses _____ Credits _____

Semester & Year: _____
Courses _____ Credits _____

Total Credits Remaining: _____

Senior Thesis submitted: _____
date

N/A

I have reviewed the above and am certifying that the student will meet all major requirements for graduation provided that he/she successfully completes the courses listed above.

PRINT Advisor's Name: _____

Phone: _____

Signature of Advisor: _____

Date: _____

I have reviewed and verified the above information.

Student's Signature: _____

Date: _____

I have reviewed the above and am certifying that the student has met all major, SOEST, and University of Hawaii requirements for graduation provided that he/she successfully complete the requirements listed above.

Reviewed and verified: _____

Date: _____

SOEST Director of Student Services