

John D. Odegard School of Aerospace Sciences  
Aviation Department

**SUBJECT:** II.11 Graduation Audits (revised 09/2017)

**PURPOSE:** To help ensure timely completion of graduation requirements

Policy: University policy requires students to apply for graduation at the start of their final semester. John D. Odegard School of Aerospace Sciences Student Services Department then conducts an official audit of the student's transcript to ensure that all graduation requirements will be met. Often times it is discovered during this audit that specific course requirements are missing, which leaves little time for the student to correct deficiencies. It is therefore strongly recommended that students request an official grad audit one year prior to graduation. Students may initiate this audit by contacting JDOSAS Student Services Department in Odegard Hall (777-4935). Failure to comply with this policy and not receiving an audit until the semester of anticipated graduation may cause unplanned extensions to graduation dates.