PREPARING TO LEAVE DARTMOUTH
A Checklist for Graduating Students

Here is a list of things to consider as you wrap up your time at Dartmouth. We encourage you to be proactive and follow up with the respective offices directly with any questions. Taking care of the small stuff now prevents you from missing critical deadlines or having a pile-on effect during what is already an overwhelming time of academic and social events, celebrations, goodbyes, and "see you laters."

☐ **Registrar:** Academic Preparation for Graduation involves reviewing your degree audit, your major and/or minor plans, and applying for a degree app. There are also instructions for how to order your official transcript. Phi Beta Kappa and Latin Honors information are also available.

☐ **Commencement:** Plan for both you and your family to enjoy Commencement weekend's events. Important information specific to students' regalia (caps & gowns) and other announcements can be found here.

☐ **IT Services:** Review the Tech Checklist for Graduating Students. **You will lose access to your Dartmouth mailbox approximately 60 days after you graduate.**

☐ **Health Services & Medical Records:** Check your Health Service Student Portal for any messages from your providers upon leaving the college.

☐ **Student Financial Services:** Review information regarding paying loans and other resources.

☐ **Residential Life:** Refer to emails from your UGA and Assistant Director about moving out after graduation. Please contact Residential.Operations@dartmouth.edu for information about retrieving items in controlled storage.

☐ **Office of Visa and Immigration Services (OVIS):** For International students and those on F-1 Visa, please contact your OVIS advisor for final questions regarding the duration, extension, or termination of your immigration status in the United States, Optional Practical Training (if eligible) and pick up any remaining immigration documents from OVIS or USCIS.

☐ **Library Resources & Media Equipment**: Return any borrowed library books, media, and tech equipment, etc. to avoid a late fee. Check out the alumni access and resources available to you upon graduation.

☐ **Alumni Resources & Networking:** Join the different alumni networks, engage with their networking resources, attend local or international events, etc. Create a profile on Handshake and use it for networking, posting, and searching for job opportunities, etc.