

OFFICIAL SENIOR AUDIT

Simmons ID # _____

FOR ALL undergraduate STUDENTS WHO ENTERED **PRIOR TO FALL 2015.**

Please print your **NAME** exactly how you would like it to appear on your diploma:



_____ *first* _____ *middle* _____ *last* _____

I will complete all of my degree requirements by the end of _____ semester.
(Diplomas are conferred in January, May, August and October.)
term year

I will have completed the **First-Year Experience/Writing** by: *(please check one)*

- completing FYS 101/102/103 **or** HON 101/102 **or** FYS 101/FYW 101/MCC 102 at Simmons.
- transferring in ONE writing course **and** completing FYS 103/MCC 102/MCC 103 at Simmons.
- transferring in TWO semesters of writing from _____ institution.
- other methods. Please explain: _____

I will have completed the **Language Requirement** by: *(please check one)*

- completing _____ language through the 201-level.
- taking the placement exam in _____ language through the Center for Academic Achievement and demonstrating proficiency at the intermediate level.
- virtue of the fact that I am an international student whose first language is not English.
- virtue of the fact that I am a Dix Scholar.
- other methods. Please explain: _____

I will have completed the **Math Competency Requirement** by: *(please check one)*

- passing a mathematics course at Simmons. (Course must be in the Mathematics Dept.)
- passing the Math Competency Exam administered at Simmons.
- virtue of my high SAT Math score (over 600) **or** ACT Math score (over 24).
- transferring in a mathematics course from _____ institution.

I will have completed the **iComps Requirement** by: *(please check one)*

- passing the iComps Exam administered through the Center for Academic Achievement.
- passing IT 101 **or** IT 225 at Simmons.

I will complete
8 credits of
Independent Learning
with:

_____ course

_____ term

_____ # of credits

&

_____ course

_____ term

_____ # of credits

Please indicate how you have fulfilled / will fulfill each **Mode of Inquiry**. For each Mode of Inquiry that has been fulfilled through transfer credit, please indicate this by writing the words "through transfer credit" on the line provided below.

MODE OF INQUIRY	COURSE	TERM
Mode 1: Creative & Performing Arts		
Mode 2: Language, Literature & Culture		
Mode 3: Quantitative Analysis & Reasoning		
Mode 4: Scientific Inquiry		
Mode 5: Social & Historical Perspectives		
Mode 6: Psychological & Ethical Development		

MAJOR(S)
I will complete:

MINOR(S)
I will complete:

FINANCIAL EMPOWERMENT REQUIREMENT

_____ **Please initial here.** Successful completion of five (5) specific Salt Courses is required. Create an account at www.saltmoney.org and complete the (a) Pre-Lesson Survey, (b) Lesson, and (c) Exam for the following modules: 1. Fundamentals, 2. Employment, 3. Savings & Investing, 4. Risk Management, and 5. Taxes. Email all 5 "Course Certificates" **together** from your Simmons email to commencement@simmons.edu.

CREDITS: At least 127 unique credits are required for the baccalaureate degree. **Additional credits are required if you have REPEATED courses.** Completing all of the courses for your major does not automatically earn you 127 unique credits.

Credits INCLUDING this semester: _____ **TOTAL CREDITS:**
Fall semester anticipated credits: _____
Spring semester anticipated credits: _____
Summer semester, if needed: _____

I, the undersigned, understand the information I have provided on this audit to be accurate and true. I also understand that I must complete at least 127 unique credits and achieve a grade point average of at least 2.00 in order to receive a baccalaureate degree from Simmons University.

STUDENT'S SIGNATURE

DATE

ADVISOR'S SIGNATURE

DATE

Every Undergraduate student must submit a completed Senior Audit form before being considered for graduation. Failure to pass in a Senior Audit will exclude you from the graduation list. Senior Audits are due on **April 7th**, the calendar year before you plan to earn your degree.

What is a Senior Audit?

This form is extremely important to start the process of auditing your account to make sure you have met all of the All-University requirements for graduation. If you don't submit a Senior Audit, your account will not be audited for graduation, and you will not be included on the graduation list.

How do I fill out a Senior Audit?

It's much easier than you think! The Senior Audit form mirrors Degree Audit on AARC, listed under the Student Menu.

1. Log into AARC through connection.simmons.edu
2. Under the "Student Menu," click "Degree Audit" (12th option down from the top)
3. Using the information there, you will be able to fill in your Senior Audit

- *How many credits do I have?*
 - You can find this on your unofficial transcript on AARC.
- *I transferred in some of these requirements!*
 - You can simply write "through transfer credit" in those fields.
- *I have questions about my original transfer credit evaluation!*
 - Send them to transfercredit@simmons.edu.
- *I don't know what to write in some areas?*
 - We're here to help! You can always stop by the office, call, or email us.

How do I submit a Senior Audit?

You will need to sign your Audit, and obtain your Advisor's signature before submission.

- *What if my Advisor is on sabbatical or away from campus?*
 - Your Department Chairperson can sign your Senior Audit on behalf of your advisor!

Submit your completed Senior Audit to the Office of the Registrar in person, by email, mail, or fax, by April 7th the calendar year before you wish to earn your degree.

Important Reminders

Check "View my Profile" on AARC to make sure your major(s) and minor(s) are declared and appear as you would like.

- *What if they are not?*
 - Submit a Declaration of Major and/or Minor form with your Senior Audit. We can't audit your account if your major(s)/minor(s) are not declared.

Every student must fulfill the Senior Financial Empowerment requirement. This is a graduation requirement.

- *How do I fulfill this requirement?*
 - Initial the box on your Senior Audit indicating you are aware that you must complete the online SALT modules.
 - Create an account at www.saltmoney.org and complete the (a) Pre-Lesson Survey, (b) Lesson, and (c) Exam for the following modules: 1. Fundamentals, 2. Employment, 3. Savings & Investing, 4. Risk Management, and 5. Taxes
 - Email all 5 "Course Certificates" together from your Simmons email to commencement@simmons.edu.