

OFFICIAL SENIOR AUDIT
FOR STUDENTS WHO ENTERED STARTING FALL 2015.



Simmons ID # _____

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 **Language Requirement** by: _____ (please check one)

- completing two (2) sequential courses in a foreign language: (1) _____ and (2) _____.
- 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 complete
The Capstone
with:

_____ course(s)

_____ term

_____ # of credits

At least one (1) Capstone course per major is required.

For 2nd / 3rd majors only:

_____ course

_____ term

_____ # of credits

Please indicate how you have fulfilled /will fulfill each **Simmons PLAN Course**.

Simmons PLAN	COURSE(S)	TERM
Boston Course	BOS-101	
Leadership Course	LDR-101	
Simmons: Explore	SIM-101	
Simmons: Experience	SIM-201	
Simmons: Excel	SIM-301	
Learning Community		
Quantitative Literacy		
3-D Cluster	(1)	
	(2)	
	(3)	

MAJOR(S)

I will complete:

MINOR(S)

I will complete:

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:	
Fall semester anticipated credits:	
Spring semester anticipated credits:	
Summer semester, if needed:	
TOTAL CREDITS:	

Please indicate how you have fulfilled /will fulfill each **Key Content Area**.

For each Key Content Area that has been fulfilled through transfer credit, please indicate this by writing the words "through transfer credit" on the line provided below.

Key Content Area	COURSE	TERM
Aesthetic, Literary & Artistic		
Global Cultural		
Scientific Inquiry		
Social & Historical		

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.

ADVISOR'S SIGNATURE

DATE

STUDENT'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 **March 30th**, 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 (C-115), call (617-521-2111), or email (registrar@simmons.edu) 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 to registrar@simmons.edu, mail, or fax, by March 30th the calendar year before you wish to earn your degree.

Capstone

All students must complete a Capstone in their major. Each major has a course or courses designated as fulfilling the Capstone, so students must complete four or eight credits of Capstone courses depending on the major. Students completing multiple majors may be required to complete the Capstone for each major. If you are unsure of the course(s) required for your major's Capstone, please reach out to the Department Chair.

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.