EXIT CHECKLIST

University Compliance Items
☐ Financial Aid Checkout
☐ Student Finance Checkout (After Financial Aid Checkout)
☐ Loan "Collections/Administration" Checkout
☐ Registration Checkout

Other Items To Consider
☐ Do you plan to participate in the graduation ceremony?
☐ Address to send diploma?
☐ Keys
☐ Parking
☐ Pager
☐ Residence Hall Keys
☐ Residence Hall
☐ University Housing Keys
☐ University Housing Checkout
☐ Research Project Checkout

School / Program Items To Consider
☐ Student Affairs
☐ Degree Audit
☐ Computer Services
☐ Academic Affairs
☐ Clinical Supervisor
☐ Program Coordinator
☐ Advisor
☐ Associate Dean
☐ Bioterrorism Course Completion
☐ Scrub Barcode
Accrediting body graduation questionnaire
Elective reports and preceptor evaluations
Skills Log - School of Medicine
All active patients properly transferred to another student
All clinic and departmental requirements must be completed
Computer returned - school software removed and patient historical information removed
Complete XXX hours of service learning
Locker Keys