

Interested in Graduate School?

Your SEEK Academic Counselor, likewise the Career Advisors can assist you in learning how to acquire career information and to make decisions that will lead towards the completion of a four year degree and beyond and employment that is related to your academic concentration.

Your SEEK counselor can advise you about applying to graduate school, e.g., prep tests, letters of recommendation, graduate school fairs and graduate program requirements.

To view the College's instructions on how to apply for graduation:

<http://www.jjay.cuny.edu/apply-graduation>

Have questions about Commencement?

Office of Student Transition Programs

524 West 59th Street, L2.70.01NB

New York City, NY 10019

(646) 557-4888

[*graduation@jjay.cuny.edu*](mailto:graduation@jjay.cuny.edu)



*Percy Ellis Sutton
SEEK Department
524 W.59th Street
North Hall, Room 3100
New York, New York 10019
T 212.237.8169
F 212.237.8904*

Search Education Elevation Knowledge

The Percy Ellis Sutton SEEK Program

SENIOR YEAR GUIDELINES & CHECKLIST



Graduation Eligibility

In order to fulfill the college's requirement for graduation, you must complete at least 120 credits to fulfill the degree requirements. Candidates for the baccalaureate degrees must have a 2.0 GPA for graduation.

Click on this link:

<http://www.jjay.cuny.edu/apply-graduation>

for more useful information about

Graduation 2016

If you have fulfilled all of the requirements for graduation, please be advised that you must apply for graduation no later than:

MARCH 1, 2015



Have you completed all courses within your major/minor? Please check with your SEEK counselor to ensure that all requirements have been met before applying for graduation.

Apply for graduation: To apply for graduation, <http://www.jjay.cuny.edu/apply-graduation>

1. Log into your CUNY First account at <https://home.cunyfirst.cuny.edu/>, Navigate to Self-Service >> Student Center
1. Locate the drop-down menu to the left of your class schedule, it will be labeled "Other Academics," click on it
2. Choose the item "Apply for Graduation" and then click on the circle to the right to proceed forward
3. Ensure you are applying for the correct program of student
4. From the drop-down menu, select from the available terms you wish to apply for. Students can only select one term and only from what is shown.
5. Click continue
6. Click On "Submit Application" to send your graduation application to the Registrar's Office.

It is your responsibility to resolve any grade changes, make up incompletes (Please see your SEEK Counselor for proper guidance)

Prepare for graduation: Check your John Jay email regularly. All correspondence regarding commencement will be sent only to your college email.

It is your email address even after you graduate.

PICK UP your **TICKETS** and **YEARBOOK** by attending Graduate Salute.

Order your commencement Cap and Gown. You may begin to order your **Academic CAPS AND GOWNS** on **January 15, 2015**. Please do not show up without a Cap and Gown. There will be no extra cap and gowns available on the day of commencement.

Have you made contact with the Center for Career and Professional Development Resource Center. The Center is located in the New Building, Room L 72.00 – 524 West 59th Street, New York, New York 10019. The Center will work with you as you explore various career options, test your interests through internships and other practical experiences, and build the professional network that will enable you to secure a job and build your career reputation.

Please visit their website for resume, cover letter, interview, and job search workshops?

<http://www.jjay.cuny.edu/4952.php>