

# CHEMICAL & ENVIRONMENTAL ENGINEERING

Final Degree Check Audit | Student Directions | Spring 2021

## APPLICATION TO CANDIDACY

- Go to UAccess Student Center, under To Do List, click on Graduation: Apply to Graduate (see below) and complete application to candidacy

other academic...

	Class	Schedule	Grade Replacement	Honors
	ENGL 308-001 LEC (83948)	TuTh 11:00AM - 12:15PM Computer Center, Rm 319		
	ENR 484-001 LEC (53280)	Th 3:30PM - 4:45PM McClelland Hall, Rm 123 Tu 3:30PM - 6:00PM McClelland Hall, Rm 123		
	SIE 321-001 LEC (58141)	MoWeFr 1:00PM - 1:50PM Aero & Mech Engr, Rm S212		
	SIE 330R-001 LEC (58142)	TuTh 12:30PM - 1:45PM Aero & Mech Engr, Rm S212		
	SIE 462-001 LEC (74037)	MoWeFr 12:00PM - 12:50PM Haury Anthro Bldg, Rm 129		

Weekly Schedule ▶

Enrolled UAlerts  
Update Emergency Contact  
Details ▶

**To Do List**

Graduation: Apply to Graduate  
Graduation: Contact Advisor  
Aid: Fin Aid Authorization  
Details ▶

**Enrollment Dates**

Shopping Cart Appointment  
Fall 2020 on March 1, 2020 @ 6:00AM

Enrollment Start Date  
Fall 2020 on April 9, 2020 @

## COLLEGE OF ENGINEERING – GRADUATING SENIOR SURVEY

- All students with 75+ units receive an email to complete the “College of Engineering Survey of Graduating Seniors”. The link is sent by Heather Moore in the College of Engineering
- The link is specific to your email address and an expiration date is automatically attached to the survey
- If you cannot locate the email, unable to activate the survey, need a new link if yours has expired or is lost/deleted, you may request it at [ENGR-DegreeCheck@email.arizona.edu](mailto:ENGR-DegreeCheck@email.arizona.edu)
- Once finished, students then request final degree audit worksheet (pink sheet)

## REQUEST FINAL DEGREE AUDIT (PINK SHEET)

- Students can contact [ENGR-DegreeCheck@email.arizona.edu](mailto:ENGR-DegreeCheck@email.arizona.edu) to request their final degree audit work sheet. Students must attach the Survey of Graduating Seniors confirmation page and include their Student ID number.
- Once the Academic Affairs Office confirms the items above we will forward the final degree audit sheet to the student’s academic advisor for processing. If completing two engineering degrees concurrently, we will forward the audit sheets to both academic advisors.
- Academic Advisors will contact students to setup an appointment via Zoom, phone or other means of communication to complete final degree process.
- Please note: You must review your Student Academic Advisement Report, to ensure all degree requirements have been met.

\*above can also be found at <https://www.engr.arizona.edu/academic-policies/final-degree-audit>

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## ADDITIONAL CHEE ADVISOR INSTRUCTIONS

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- Complete the above instructions as soon as possible to insure you are ready for your final degree audit.
- Spring Schedule will be available on October 1<sup>st</sup> for your review in the Course Catalog.
- Registration will open on November 2<sup>nd</sup>.
- You should register for Spring classes **BEFORE** you create an appointment with me.
- Double check your Student Academic Advisement Report (SAAR) to verify that all courses have been substituted in your SAAR if needed. If you need a course to be substituted for another course, please [complete this form](#) **BEFORE** your appointment.
- Once all substitutions are made, your SAAR should say “satisfied” under each section. You cannot graduate if any section has “NOT SATISFIED” listed. This includes all minors that you have. If you do not intend to complete a minor, you should drop the minor before our appointment.
- [Schedule an appointment](#) with me for your degree audit between **November 2<sup>nd</sup> – 20<sup>th</sup>**. This will be likely be conducted via Zoom this semester.
- During the Final Degree Audit, we will complete your final degree audit sheet (pink sheet). This will be forwarded to me by the Academic Affairs office after you completed the application for candidacy, the survey and have requested your Final Degree Audit.
  - We will include all the courses that you are enrolled in for Spring 2021 on your pink sheet.
  - If for any reason, you change any of your courses, **YOU MUST NOTIFY ME.**
  - If you do not notify me of changes, the college cannot recommend you for graduation because your pink sheet does not match your SAAR.

CONGRATULATIONS!!! You have almost made it to the finish line and soon you will be a Chemical or and Environmental Engineer and will begin your career or continue to your graduate education.

If you have any questions, please contact Lori Huggins, [lhuggins@arizona.edu](mailto:lhuggins@arizona.edu).