

STEPS TO GRADUATION for GENERAL STUDIES or INTERDISCIPLINARY STUDIES BA

STEP 1: Create Your Graduation Plan and Semester Planner with academic advisor Carlynn Trout.

Contact Carlynn at troutc@missouri.edu to tell her of your interest in an individualized major. Then make an appointment via MU Connect for a ZOOM or in-person appointment.

STEP 2: File Your Grad Plan. After you meet with Carlynn and create a graduation plan that reflects your academic interests and career goals, she will electronically submit it for filing in 107 Lowry Hall. You will receive notification via your MU email account once your grad plan is checked/approved and your expected graduation date is entered in myZou. If you have over 60 hours and are transferring from another division, the “Transfer of Division” process will be initiated for you. You will be sent an email to which you must respond in order to complete the transfer.

STEP 3: Manage Your Individualized Major. This is an integrative, student-centered major, so the responsibility of knowing your components and choosing appropriate classes rests on your shoulders.

- Include your name, student number and degree (BGS or IDS) in all emails. Example: Doe, Jane 12364188 BGS.
- Keep your electronic grad plan on your desktop for easy access and reference.
- Use your grad plan to guide you in searching for appropriate course selections.
- Stay in touch with your advisor via email and regular appointments (once per term before your enrollment date) to ensure that you are staying on track.
- Enroll in your courses on your enrollment date provided in myZou. Record your courses and grades on your grad plan each term.
- Use your MU resources:
 - Learn about Internships for your degree on the Office of Multidisciplinary Degrees (OMD) website: <http://omd.missouri.edu> Go to the Internship tab to read about eligibility and the application process for individualized OMD Internships.
 - Visit the Registrar’s website: <http://registrar.missouri.edu> to find important academic dates, the MU Catalog, Course Repeat Policy, GPA calculator, Revision of Record, Course and Term withdrawal information, etc.
 - Visit the MU Career Center website: <https://career.missouri.edu/> to learn about the many services and resources available to you for employment and/or further education.

STEP 4: Read Your Final Grad Check Email. Once you have registered for your final term, the final grad checker, Eric Carter in 107 Lowry Hall, will email you with confirmation that you have enrolled in the correct courses you need to meet all graduation requirements. You may email Mr. Carter at carterej@missouri.edu to let him know you are ready to be checked. You MUST be enrolled in your final term before contacting him.

STEP 5: Apply for Graduation. The Registrar will send an email to your MU email address requesting that you APPLY FOR GRADUATION. Follow the instructions as soon as you receive the email to ensure that your name is included in the Commencement Program.

STEP 6: Complete the MU Senior Outcomes Survey before Commencement. The survey is required and will be sent to your MU email address prior to the A&S ceremony.

STEP 7: Sign up with the MU Alumni Association. Stay connected to MU and the College of Arts & Science. The Tiger Network around the country and abroad is huge and available to you via the MUAA.