

Graduation Guide: How to Request Your GE Audit from University Studies

Here is a step-by-step guide on how to request your GE audit to complete your graduation application.

Step 1. From the undergraduate application process website, click on the GE Audit request link.



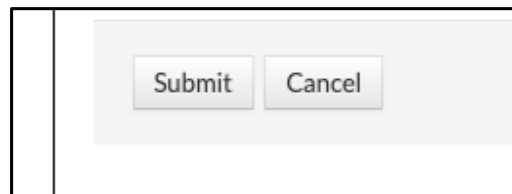
Step 3. Complete the information on the form. Remember to use the correct catalog year. This year may be different from when you started at ECSU. Please use the correct email address for your faculty advisor.

A screenshot of the GE Audit request form. The form contains several fields: 'Advisor Name, if not listed above. If you do not have an advisor, who is your Chairperson?' (text input), '*Enter your advisor's or chairperson's email address. Check spelling.' (text input), '*Select Major:' (dropdown menu), '*What is your concentration?' (text input), '*Are you a Transfer Student?' (radio buttons for Yes/No), '*Select Semester you entered ECSU:' (dropdown menu), '*Enter year you started at ECSU:' (text input), '*Select semester you intend to graduate?' (dropdown menu), '*Enter year of intended graduation?' (text input), and '*Select Credit Hours Degree Plan' (dropdown menu).

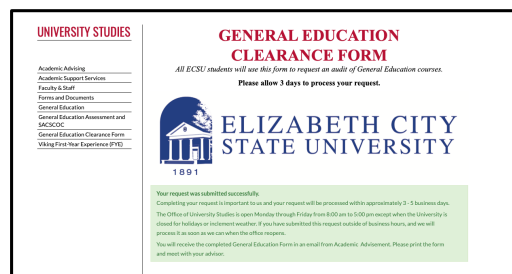
Step 2. Fill out the information listed on the form. Be sure to use the correct email for your faculty advisor.

A screenshot of the General Education Clearance Form. The form includes a header with the university name and logo, followed by a section for 'Please complete all fields'. The form contains several fields: 'Academic Addressing', 'Faculty Email', 'Degree ID', 'Enter your ECSU Email address', 'Have you submitted a request before?' (radio buttons for Yes/No), and 'Select Advisor Name' (dropdown menu).

Step 4. Click Submit.



Step 5. You will see the following message when you successfully submit the form.



Step 6. You will receive the degree audit Adobe form in your student email.