



## **Collegiate Transition Checklist**

### **9-12 months before graduation**

- △ Ensure you have registered on the Collegiate Registry
- △ Continue your responsibilities in your local chapter
- △ Narrow your post graduate plans
- △ Use chapter locator to identify potential alumnae chapters
- △ Register and sit for graduate entrance examinations or identify potential employers
- △ Update and finalize your resume
- △ Prepare a post-graduate budget

### **6-9 months**

- △ Submit applications to graduate schools or to future employers
- △ Visit the career center at your local college/university
- △ Make contact and visit with potential alumnae chapters
- △ Continue your responsibilities in your local chapter

### **3-6 months**

- △ Confirm your graduation status
- △ Secure post graduate housing

- △ Complete all required exit examinations and/or financial aid exit interviews
- △ Pay dues to your collegiate chapter\*
- △ Notify your collegiate chapter president you are intending to graduate
- △ Decide on the alumnae chapter you will join
- △ Participate in collegiate transition activities sponsored by local alumnae chapters
- △ Continue your responsibilities in your local chapter

### **0-3 months**

- △ Prepare for final exams and graduation
- △ Complete the dues transfer form (located on page 72 of the Fiscal Officers Manual on the national website under the members only section)
- △ Submit the dues transfer form to the intended alumnae chapter; the alumnae chapter will send the form to your collegiate chapter\*\*
- △ Follow up with both the alumnae and collegiate fiscal officers to ensure the transfer of dues is complete
- △ Participate in collegiate transition activities sponsored by local alumnae chapters

\*Dues may be paid at any time. A late fee will apply if paid after March 31<sup>st</sup>. A reinstatement fee will apply if paid after June 30<sup>th</sup>.

\*\* Graduating sorors have no more than 6 months from the time of graduation to request a transfer of dues.