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**Student Obligations, Fall 2018 – Seniors**

***Completed obligation grids must be tuned in order for you to be able to receive your Graduation sash. Those who do not turn in their grid will not have a Keystone sash for graduation.***

**Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Grade Point Average** | Min of 3.0 Ea.; 3.7 is Avg. | My GPA: Enter GPA here. |
| **Progress Towards the Degree** | Minimum of 1 Academic Advisor Meeting | Dates: Enter Date here. |
| **Honors Curriculum** | Requirements by Cohort (Sr.) | Honors Courses for this semester:Enter Course(s) here. |
| **KHA Receptions** | 2 Required Events; Sign in at the event | Initial to indicate attendance:Enter Event & Initial here. |
|  | 1. Welcome Reception
2. Fall Banquet
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| **Schedule Exit Interview *\*December Graduates only\**** | Meeting with Financial Aid to finals all obligations for graduation. | Initials and Date scheduled:Enter Initial & Date here. |
| **Professional Development Workshops**- (May be a combination of PD, pre-law or pre-med visits, special KHA-invited lecture/presentation, leadership seminars or other Project Coordinator assignments) | 3 Minimum Events: | Events and Dates:1. Event: Enter Event & Date
2. Event: Enter Event & Date
3. Event: Enter Event & Date
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| **Meeting with Project Coordinator –** To complete a Senior Meeting form, Professional Portfolio and LinkedIn profile.  | Minimum of 2 Meetings, and completion of Meeting Form for File | Initials: Enter Initial here |
| **Cultural Events:** Special Lecture Series, University Sponsored events/speakers, etc. | 3 Minimum; Sign in at the events (May be a combination of KHA sponsored events, community-based or other cultural event) | Events and Dates:1. Event: Enter Event & Date
2. Event: Enter Event & Date
3. Event: Enter Event & Date
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| **KHA Mandatory Meetings** | All call meetings  | Initials: Initial here. |
| **Community Service** | 5 hours minimum per semester; 2 minimum with the KHA. Must be on file in KHA office. | Fill out on reverse side. Attach additional documentation as needed |
| **Grad School application or Internship** | Must show proof of application for graduate school or application for internship upon graduation.  | Initials: Initial here. |
| **Senior Thesis/Research** | Draft must be submitted prior to Winter Break!  | Initials: Initial here.. |

**Community Service Record**

(Attach additional sheets if needed)

**Requirements:**

* 5 hours minimum per semester; 2 minimum with the KHA.
* Must be on file in KHA office.
* You must obtain the initials of the person you report to or obtain a written letter to verify your hours served. (Please attach letter to form)
* Community service at outside agencies regulations: <http://www.cheyney.edu/keystone/Community-Service.cfm>

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| **Date** | **Activity** | **Hours Served** | **Contact Name** | **Phone Number** |
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**Total Hours Served:** \_\_\_\_\_\_\_\_\_\_\_

* Please turn in your completed community service record to the Special Projects Coordinator for review and sign-off

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| For office use only. Do not write below this line. |

Date Verified \_\_\_\_\_\_\_\_\_\_\_\_\_ KHA Staff Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_