

# EBA CHECKLIST

Student Name: \_\_\_\_\_

Program Pathway: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_

- Access the student's SCORECard/DegreeWorks and [Navigate](#) profile
- Verify the student's program of study (*if incorrect, have them complete the petition to change pathway form on the [Registrar's website](#)*)
- Create an academic plan in [Navigate](#)
- Path to completion (graduation date and/or [petition to graduate](#))  
⇒ Graduation Date: \_\_\_\_\_
- Discuss transfer options and things to consider while at GHC  
⇒ Option 1: \_\_\_\_\_  
⇒ Option 2: \_\_\_\_\_
- Explore career paths
- Check for any registration holds
- Ask students if they are familiar with GHC's registration process  
⇒ Direct them to our [step-by-step registration guide](#)
- Write a brief EBA note in their Navigate profile
- Course options for the upcoming semester:

	First Selection of Courses	Back-Up Course Options
1		
2		
3		
4		
5		