LABOVITZ SCHOOL OF BUSINESS AND ECONOMICS Hold released \_\_\_\_\_

**GRADUATION CLEARANCE FORM**

**If you have the RK Graduation Plan hold you must complete the following steps to remove the hold:**

1. Go to Current Student page and select Grad Planner and create a plan which includes all degree requirements.
2. Click the pie chart APAS symbol at the top of Grad Planner to access the ***planned-course APAS***. Click the ***printer-friendly link*** to print a planned-course APAS. Discuss this ***planned-course APAS*** with your advisor and **have the advisor sign and date the *planned-course APAS*** once your plan contains all remaining degree requirements. ***If completing more than one LSBE major, you must attach a planned-course APAS for each program***. NOTE: The ***planned-course APAS*** within Grad Planner is different from the regular APAS report.
3. Fill out the upper portion of this form.
4. Attach your ***signed planned-course APAS*** to this graduation clearance form and submit to Advising and Academic Services in LSBE 111A. We will remove the hold from your record. You will receive a preliminary credit check one term before you graduate. You are responsible for all degree requirements, residency requirements, and having at least a 2.00 GPA in the required areas.

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last semester and year of planned courses: Fall Spring May Session Summer

Year Year Year Year

E-mail address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_@d.umn.edu

1. Have you already earned an Associate of Arts or previous bachelors degree? YES\_\_\_\_\_ NO\_\_\_\_\_

2. Are you completing a non-LSBE degree simultaneously? If yes, name of second degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. My major is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

4. My second major is: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. My minor is:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

***\*\*Note: A second major or a minor is required for Economics BA degree program.***

5. If you are completing an *optional* “Course Cluster” indicate which one:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

---------**DO NOT WRITE BELOW THIS LINE**------------------------------------------------------------------------------------------------------

Academic standing through \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_ **Program Honors:** YES NO

Resident credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_ **Latin honors:** SUMMA MAGNA CUM

Required credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_ (Any honors received will be circled above.)

LSBE credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_

Major credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_

2nd Major credits \_\_\_\_\_\_\_\_ GPA \_\_\_\_\_\_\_\_

(All must be 2.00 or better to graduate)

Has student completed at least 30 of the last 60 credits while in residence? \_\_\_\_\_YES \_\_\_\_\_NO

Has student completed at least 50% of all upper division credits while in residence? \_\_\_\_\_YES \_\_\_\_\_NO

Has student completed 50% of required LSBE courses while in residence? \_\_\_\_\_YES \_\_\_\_\_NO

Has student completed at least 60 credits of non-LSBE coursework? \_\_\_\_\_YES \_\_\_\_\_NO

**CLEARANCE FOR DEGREE**. **The student is cleared when the following courses are completed:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CERTIFIED BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advising and Academic Services Staff

BBA PLANNING TOOL (OPTIONAL)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BBA SUPPORTING COURSES (18 cr.)** | | | | |
|  | How credits are used in Supporting Courses: | | | |
| U.D. Econ Elective: | **0 cr.** (usedin major) | OR | | **3 cr.** (used in Supptg. Crs.) |
| U.D. Int’l Req: | **0 cr. (**used in major) | OR | | **3 cr.** (used in Supptg. Crs.) |
| Addt’l U.D. Non-LSBE electives: | | | | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
| TOTAL (needs to be 18): | | |  | |

|  |
| --- |
| **BBA Major Requirements (21 cr.)** |
| 1) |
| 2) |
| 3) |
| 4) |
| 5) |
| 6) |
| 7) |

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ACCOUNTING PLANNING TOOL (OPTIONAL)

|  |  |
| --- | --- |
| **BACC SUPPORTING COURSES** | **Credits** |
| U.D. Int’l Requirement |  |
| Upper Division Non-LSBE Electives: | |
|  |  |
|  |  |
| Total (needs to be 6): |  |