LABOVITZ SCHOOL OF BUSINESS AND ECONOMICS

GRADUATION CLEARANCE FORM

Hold released _____

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

1) Create a Graduation Plan in Grad Planner which includes all degree requirements.

2) Click the 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 faculty advisor and have the advisor sign and date the planned-course APAS certifying your plan contains all remaining degree requirements. **NOTE: The planned-course APAS within Grad Planner is different from the regular APAS report. If completing more than one LSBE major, you must attach a planned-course APAS for each program.**

3) Fill out the upper portion of this form.

4) Attach the signed planned-course APAS to this form and submit to Advising & 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 ≥2.00 GPA in the required areas.

5) **NOTE:** You will also need to Apply to Graduate & complete the Commencement questionnaire to graduate.

Name_________________________ ID__________________ E-mail____________________@d.umn.edu

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

Year Year Year Year

1. Are you completing a non-LSBE degree simultaneously? If yes, name of second degree: __________________

2. My major is: ____________________________________________________________

3. My second major is: ____________________________ My minor is: ________________

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

4. Apply LSBE minor or LSBE 2nd Major Credits (12 max.) to Supporting Course Credits: YES______ NO ______

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

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

Academic standing through __________________

Major Overall Coursework ______ GPA ______ Tentative Program Honors: YES NO

UMD Overall (Cumulative) ______ GPA ______ Tentative Latin honors: SUMMA MAGNA CUM

U of MN (Resident) ______ GPA ______

(Any tentative honors received will be circled above.)

(*FINAL honors determined after last semester’s grades post)

(All must be 2.00 or better to graduate)

Has student completed at least 15 of the last 30 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 ______

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

__________________________________________________________

__________________________________________________________

__________________________________________________________

CERTIFIED BY: ___________________________ DATE: ________________

Advising and Academic Services Staff
<table>
<thead>
<tr>
<th>BBA Major Requirements (21 cr.)</th>
<th>BBA SUPPORTING COURSES (18 cr. pre Fall 2016 catalog/17 cr. Fall 2016 Catalog and later)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>How credits are used in Supporting Courses:</td>
</tr>
<tr>
<td>2)</td>
<td>U.D. Econ Elective:</td>
</tr>
<tr>
<td>3)</td>
<td>0 cr. (used in major) OR 3 cr. (used in Supptg. Crs.)</td>
</tr>
<tr>
<td>4)</td>
<td>U.D. Int’l Req:</td>
</tr>
<tr>
<td>5)</td>
<td>0 cr. (used in major) OR 3 cr. (used in Supptg. Crs.)</td>
</tr>
<tr>
<td>6)</td>
<td>LSBE Internship:</td>
</tr>
<tr>
<td>7)</td>
<td>(total of 6 cr.)</td>
</tr>
<tr>
<td></td>
<td>__ cr. (≤3) (used in major) OR __ cr. (≤5) (used in Supptg. Crs.)</td>
</tr>
</tbody>
</table>

**Additional Options to reach 18/17 Supporting Credits:**
- Upper Division Non-LSBE electives
- 12 Credits (MAX) of LSBE minor or 2nd Major LSBE Cluster Courses

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**ACCOUNTING PLANNING TOOL (OPTIONAL)**

<table>
<thead>
<tr>
<th>BACC SUPPORTING COURSES 6cr. pre Fall 2016 catalog/5 cr. Fall 2016 Catalog and later</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>U.D. Int’l Requirement</td>
<td></td>
</tr>
<tr>
<td>Upper Division Non-LSBE Electives:</td>
<td></td>
</tr>
<tr>
<td>Total (needs to be 5/6cr.):</td>
<td></td>
</tr>
</tbody>
</table>