

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.) 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 _____	<b>Program Honors:</b> YES NO
Resident credits _____	GPA _____	<b>Latin honors:</b> SUMMA MAGNA CUM
LSBE credits _____	GPA _____	(Any honors received will be circled above.)
Major credits _____	GPA _____	
2 <sup>nd</sup> 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)**

<b>BBA Major Requirements (21 cr.)</b>
1)
2)
3)
4)
5)
6)
7)

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

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**ACCOUNTING PLANNING TOOL (OPTIONAL)**

<b>BACC SUPPORTING COURSES</b>	<b>Credits</b>
U.D. Int'l Requirement	
Upper Division Non-LSBE Electives:	
Total (needs to be 6):	