

The College of Behavioral & Social Sciences Graduation Plan

Name:	UID:	Email:
Current Major:	Intended/Planned Major:	Date:

Check applicable box:

I am a:	<input type="checkbox"/> First semester BSOS student whose current major and intended/planned major are the same	<input type="checkbox"/> UMD student currently enrolled in another major, changing or declaring a BSOS major	<input type="checkbox"/> UMD student currently enrolled in another major, adding a BSOS major as a double major or double degree
Forms Needed:	Graduation Plan	Change/Addition of Major Form and Graduation Plan	Change/Addition of Major Form and Graduation Plan

Instructions for Completing Graduation Plan:

1. Review your major card and Degree Navigator report at <http://www.testudo.umd.edu/dnentry.html> before starting your plan. You will use the major card and Degree Navigator report to complete your plan.
2. Fill in your personal information at the top of the form and check the applicable box that corresponds to you. Please print neatly.
3. On the back of the form:
 1. Fill in your Name, UID, Email, Current Major, Intended/Planned Major, Date, Cumulative Credits (from Degree Navigator report).
 2. Fill in the semester box with the current semester (ex. Fall 2012, Spring 2013, etc.) List the courses for which you are currently registered. The Winter and Summer semesters are not required.
 3. Under "Credits", fill in the corresponding credits for each class (Most classes are 3 credits. Classes with lab components are usually 4 credits).
 4. For remaining semesters, start by planning Benchmark/Gateway courses and Fundamental Studies courses.
 5. If a general requirement is listed, write the acronym instead of a specific course (ex. PW – Professional Writing, etc.).
 6. If a specific course is required write the specific course (ex. ECON 200, etc.) as listed on the major card and Degree Navigator report.
 7. Make sure semesters are balanced with CORE/General Education courses, major courses, special program courses, and electives.
 8. Total up the semester credits (You may only plan for up to 16 credits (17 with permission) in Fall or Spring, 1 course up to 4 credits in Winter and 2 courses up to 8 credits in each summer session).
 9. Continue planning your remaining semesters, repeating steps 5—11 until all requirements are planned for and the total credits equals 120, including cumulative credits.
 10. Use the checklist and your major card to review your plan to ensure that all requirements and policies have been met.
4. Submit plan (and additional forms if needed) to BSOS Advising, 2148 Tydings Hall.

Semester: <u>Fall 20XX</u>	
Course	Credit
Fundamental Math	3
Academic Writing	3
CCJS 100	3
Diversity	3
Elective	3
Total Semester Credits	15

Statements of Understanding: *Read and initial appropriate statements, then sign and date.*

<input type="checkbox"/>	I understand that plans are reviewed in the order they are received.
<input type="checkbox"/>	I understand that my block will not be lifted or my major change will not be processed until my plan has been reviewed and approved.
<input type="checkbox"/>	I understand that BSOS will review my plan and contact me in the event that my plan is not approved.
<input type="checkbox"/>	I understand that it is my responsibility to accurately plan and complete my benchmark/gateway requirements within the allotted time frame.
<input type="checkbox"/>	I understand that it is my responsibility to seek clarification from BSOS College or Department advisors on my degree requirements.
<input type="checkbox"/>	I understand that I can schedule an appointment to meet with an advisor with regards to my graduation plan or general questions.
<input type="checkbox"/>	I understand that I am expected to use my Major Card, Degree Navigator report, and Advising Resources for future graduation planning.
Student signature: _____	Date: _____

FOR OFFICE USE ONLY

BSOSgpv1 Updated: 1/23/2012

FRONT DESK — Date Stamp, Initial and Check SIS				
Date Received:	<u>SRECORD</u>	<u>MS</u>	<u>MS</u>	<u>MS + F5</u>
AAP: _____	Current Major: _____	FE: _____	CORE: _____	TC: _____
NCAA: _____	GPA: _____	FM: _____	Gen Ed: _____	DC: _____
<i>or</i>				
Major Effective Term: _____ Benchmark: <input type="checkbox"/> Correct <input type="checkbox"/> Incorrect Plan: <input type="checkbox"/> Approved <input type="checkbox"/> Denied				
Transcript: <input type="checkbox"/> Non Applicable <input type="checkbox"/> Repeat/Duplicate Credits <input type="checkbox"/> Transfer Credit Limit Advisor Initial & Date: _____				

