The College of Behavioral & Social Sciences Graduation Plan

Name: ____________________ UID: ____________________ Email: ____________________

Current Major: ____________________ Intended/Planned Major: ____________________ Date: ____________________

Check applicable box:

I am: ____________________

☐ First semester BSOS student whose current major and intended/planned major are the same
☐ UMD student currently enrolled in another major, changing or declaring a BSOS major
☐ 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.

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

☐ I understand that plans are reviewed in the order they are received.
☐ 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.
☐ I understand that BSOS will review my plan and contact me in the event that my plan is not approved.
☐ I understand that it is my responsibility to accurately plan and complete my benchmark/gateway requirements within the allotted time frame.
☐ I understand that it is my responsibility to seek clarification from BSOS College or Department advisors on my degree requirements.
☐ I understand that I can schedule an appointment to meet with an advisor with regards to my graduation plan or general questions.
☐ 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

Date Received: ____________________

AAP: ______ SRECORD: ______ Current Major: ______ MS: ______ MS CORE: ______ MS + F5: ______

or

NCAA: ______ GPA: ______ FM: ______ Gen Ed: ______ DC: ______

Major Effective Term: ____________

Benchmark: ☐ Correct ☐ Incorrect

Plan: ☐ Approved ☐ Denied

Transcript: ☐ Non Applicable ☐ Repeat/Duplicate Credits ☐ Transfer Credit Limit

Advisor Initial & Date: ____________________
### College of Behavioral and Social Sciences Graduation Plan

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Total Semester Credits  Total Semester Credits  Total Summer Credits

### Checklist

1. Are Benchmark/Gateway courses planned correctly?  Y N
2. Are Fundamental Studies courses planned correctly?  Y N
3. Is Professional Writing planned after 60 credits?  Y N
4. Are Distributive Studies courses planned correctly?  Y N
5. Are Diversity course(s) planned correctly?  Y N
6. Are Advanced Studies or I-Series courses planned correctly?  Y N
7. Are Major courses, including supporting sequence courses, planned correctly?  Y N
8. Do all semesters have no more than 3 major courses?  Y N
9. Does your plan total a minimum of 120 credits?  Y N
10. Are pre-requisite courses planned in the correct order?  Y N
11. Are semester totals less than or equal to 16 credits (17 with permission)?  Y N
12. Are 15 of the final 30 credits at the 300—400 level?  Y N
13. Are 12 of the final 30 credits major requirements?  Y N
14. Are 30 of the 120+ credits taken here at UMD?  Y N

### Advisor Notes

Summer and Winter sessions are optional. You do not have to use them when planning for graduation.