COLLEGE OF ENGINEERING GRADUATION CHECKLIST

Last Name: _____   First Name: _____   MI: _____

Student U#: _____   E-mail Address: _____

(List Only One Degree/Minor per Checklist)   Graduating Term: _____   Year: _____
Department Name : _____
Degree Sought or Minor: _____

Graduate certificates must be applied for through the department that offers that certificate program.

*Include only the courses needed to graduate for the above degree/minor.

Course Subject & Number	Course Title	Credit Hours	Minimum Grade Req'd
*Courses the term BEFORE your Graduating Term:			
1.			
2.			
3.			
4.			
5.			
6.			

*Courses DURING your Graduating Term: (Note to graduate students – you must be enrolled at least 2 hrs. Undergraduate students – apply for grade forgiveness if possible.)

1.			
2.			
3.			
4.			
5.			
6.			

INCOMPLETE Courses (ones with an "I" grade) to be completed before the end of your graduating term:

1.			
2.			

I understand any incomplete, missing or non   -

Students keep a copy of the checklist and this page   for your records.

Check before Graduation

Grades: All incomplete "I" grades must be cleared. Note: All "I", "IF", and "M" grades turn to a permanent "F" at graduation. Inform your professors that this is your graduating semester so all of your grades are submitted on time. Check your GPA and grades in OASIS.

Transferring Courses: Appropriate transfer courses must be approved and posted to your record well in advance of your graduation. Taking courses at another institution during your graduating term is discouraged. If you must take degree required courses at another institution during your graduating term, immediately after you receive your grades, electronically submit a transcript or pick up and hand-deliver a sealed transcript to Silvia Martinez in Engineering Student Services, ENC 1302. Failure to post your transfer credit in a timely manner will result in denial of graduation.

Accelerated Grad. Prog.: Students in the Accelerated Graduate (5 year) Program must complete the Accelerated Program Progression Application with this graduation checklist form for the Bachelor's degree. The form is available online at http://www.grad.usf.edu/accelerated.php.

Graduation Ceremonies:

University: Students must register to participate in the University Commencement Ceremony. Visit http://www.usf.edu/commencement/