

**UNIVERSITY OF TEXAS OF THE PERMIAN BASIN
UNDERGRADUATE DEGREE CHECK**

NAME _____ ID# _____
 TELEPHONE #: HOME _____ WORK _____ EMAIL _____
 MAJOR _____ (2ND MAJOR) _____ MINOR _____
 ARE ALL TRANSCRIPTS ON FILE AT UTPB _____ YES _____ NO IF NOT, EXPLAIN: _____

List courses student is currently enrolled in – include “I” grades being completed this semester and courses being completed at another school. (List course prefix and course number.)

UTPB _____ # Hrs. _____
 “I” grades being completed at UTPB _____ # Hrs. _____
 Other school(s) _____ # Hrs. _____

UNIVERSITY REQUIREMENTS

- _____ 1. Applied for graduation.
- _____ 2. Completed General Education requirements with a 2.0 average or better in all general education courses.
- _____ 3. Completed total number of semester hours established for the degree program. (See appropriate catalog.)

	lower level	upper level	total
a. Transfer hours _____ Transfer hours counting toward degree _____	_____	_____	_____
b. UTPB hours _____ UTPB hours counting toward degree _____	_____	_____	_____
c. Hours in progress _____ >>>	_____	_____	_____
TOTAL _____	TOTAL _____	_____	_____

- _____ 4. At least 48 semester hours at the upper level unless specified for individual major. (See appropriate catalog.)
- _____ 5. Minimum of 30 semester hours completed at UTPB: at least 6 must be advanced credits in the major field.
- _____ 6. 24 of last 30 hours must be completed at UTPB
- _____ 7. Six hours in American History (3hours – Texas History may be substituted)
- _____ 8. Six hours in American government (including federal and Texas Constitutions)
- _____ 9. A 2.0 cumulative average or better in all courses applicable toward the degree. (See appropriate catalog.) _____ Catalog Year

ACADEMIC PROGRAM REQUIREMENTS

_____ Bachelor of Art _____ Bachelor of Fine Arts _____ Bachelor of Science _____ Bachelor of Business Administration _____ Bachelor of Social Work
 _____ Bachelor of Music _____ Bachelor of Applied Arts and Science (BAAS) _____ Bachelor of Science in Nursing

_____ 1. *1st MAJOR:* Minimum of 24 hours (generally a minimum of 30 hours is required in each Major – see appropriate catalog)
 18 must be upper level and at least 6 taken at UTPB

Hours in Major: _____ lower level + _____ upper level + _____ in progress = _____

_____ 2. *2nd MAJOR:* For those completing a Double Major with no Minor

Hours in Major: _____ lower level + _____ upper level + _____ in progress = _____

_____ 3. *MINOR:* Minimum of 18 hours; 9 – 12 must be upper level. (See appropriate catalog for specific minor requirements.)

Hours in Minor: _____ lower level + _____ upper level + _____ in progress = _____

OTHER REQUIREMENTS: List & check if any additional requirements are needed.

- _____ 4. _____
- _____ 5. _____

Bachelor of Business Administration

- _____ 1. Completion of Junior Candidacy requirements.
- _____ 2. Completion of remaining lower level course requirements.
- _____ 3. Completion of at least 50 % of business courses at UTPB (admission Fall 2004 or later).
- _____ 4. Completion of Major: ACCT – 21 ; FINA – 18 ; MNGT and MRKT – 18
- _____ 5. Completion of electives – 9 hours in MNGT or MRKT; 6 in FINA or ACCT (all hours must be from School of Business disciplines).
- _____ 6. 30 Upper level hours in Business taken at UTPB

Bachelor of Social Work

- _____ 1. GPA 2.5 for all courses completed at UTPB
- _____ 2. Overall GPA of at least 2.5 in all courses counting towards the degree

 Registrar's Signature

 Major Advisor Date

 Department Chair Date

 2nd Major Advisor Date

 Department Chair Date