

JACKSON STATE UNIVERSITY ■ COLLEGE OF BUSINESS
APPROVAL AND CLEARANCE FOR DEGREE FORM

Instructions: The academic advisor must complete this form in consultation with the student. The form must be submitted to the department chair. The following items must accompany this form: (1) Copy of Student's Online Graduation (Application) Clearance; (2) Evaluation of Course Work Form and Online Degree Audit/JSU Academic Transcript; and (3) Any other pertinent documents, if necessary. Upon approval, the Chair must submit the entire pack to the Office of the Dean for approval.

Student _____ J Number _____ Cellular Telephone _____
 Major _____ Department _____ Advisor _____
 Expected Date of Graduation (Semester/Month/Year) _____ JSU E-mail _____
 Mailing Address (street/city/state/zip) _____

FOREIGN LANGUAGE REQUIREMENT

Met Not Met **NOTE: Students who met the foreign language requirement in high school must take 6.0 hours of non-business electives.**
 Comments _____

ENGLISH PROFICIENCY REQUIREMENT

Passed Failed Not Taken **NOTE: Students who are not successful on the English Proficiency Exam must take ENG 399 (3).**
If ENG 399 Required: Semester Enrolled _____ Grade _____

COLLEGE OF BUSINESS EXIT EXAM—MAJOR FIELD TEST IN BUSINESS (BUSINESS II EXAM)

Semester Taken _____ Score _____ Not Taken _____

GRADE POINT AVERAGE, QUALITY POINTS, AND QUALITY HOURS (at date of clearance)

	JSU Cum. Avg. Requirements Met		JSU Cumulative Academic Average <i>(institution only)</i>	College Academic Avg. Requirements Met		College Academic Average	Major Academic Average Requirements Met		Major Academic Average
	Yes	No		Yes	No		Yes	No	
GPA									
Quality Points									
Quality Hours									

JSU Hours Earned _____ Transfer Hours Used _____ Hours Needed to Complete Degree _____ Total Hours Earned _____

REMAINING COURSES

<i>Course Number</i>	<i>Credit Hours</i>	<i>Course Number</i>	<i>Credit Hours</i>	<i>Course Number</i>	<i>Credit Hours</i>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Transcript Discrepancies: _____

Comments / Concerns: _____

NOTE: "Students who do not clear graduation requirements for the intended commencement must reapply."

Approved (submit to Department Chair)
 Not Approved (meet with student; retain in student file)

ADVISOR'S SIGNATURE **DATE OF REVIEW**

STUDENT'S SIGNATURE **DATE OF REVIEW**

Approved (submit to Office of the Dean)
 Not Approved (return to advisor with comments; retain in student file)

DEPARTMENT CHAIR'S SIGNATURE **DATE OF REVIEW**