

NAME \_\_\_\_\_

LBCC Graduation Worksheet 2006-2007

ID. NO. \_\_\_\_\_

Associate Of Applied Science

Accounting Technology

AAS 5002

**Instructions:** Use this worksheet to track your progress toward graduation. You must be able to check off all the boxes on each page to receive this degree. The college catalog and your advisor are two resources you can turn to if you need help. When you are within two terms of completion, meet with your advisor and have him or her sign this form. You should apply for graduation one term prior to the term you and your advisor determine you will meet all the requirements for completion. **When you apply for graduation you must attach this form to your application. Your application is incomplete without this form signed by your advisor.**

General Education Requirements Are Approved By The Admissions & Records Office

Composition WR 121 English Composition ..... 3 cr \_\_\_\_\_

Speech SP 100 Introduction to Speech Communication..... 3 cr \_\_\_\_\_

Math MTH 065 Elementary Algebra ..... 4 cr \_\_\_\_\_

Health & PE (Select 3 credits)

- HE 112 Emergency First Aid (1)
HE 125 Occupational Safety & Health (3)
HE 225 Social & Individual Health Determinants (3)
HE 252 First Aid (3)
HE 261 CPR (1)
PE 180 Activity Courses (1)
PE 185 Activity Courses (1)
PE 190 Activity Courses (1)
PE 231 Lifetime Health & Fitness (3). ..... 3 cr \_\_\_\_\_

Perspectives

- Science, Technology & Society (see catalog page 175)..... 3 cr \_\_\_\_\_
Cultural Diversity & Global Awareness ..... 3 cr \_\_\_\_\_
BA 224 Human Resource Management (3)
or
BA 285 Business Relations in a Global Economy (4)

Please fill out form in dark ink

Degree Evaluator

Date

FOR OFFICE USE ONLY

Credit Toward This Degree

Total Cr. \_\_\_\_\_ LBCC Cr. \_\_\_\_\_ GPA \_\_\_\_\_ Approved  Denied

Registrar

Date

AP 5002 BC

PROGRAM REQUIREMENTS LISTED ON REVERSE SIDE

Advisor Instructions: This is the student's official record of their progress. The student must present this form to the Admissions Office when they apply for graduation. Please address each requirement by checking off completed courses, indicating which courses the student plans to take, and clearly documenting substitutions or waivers.

PROGRAM REQUIREMENTS ARE APPROVED BY THE DEPARTMENT ADVISOR

		Credits	Waivers/ Substitutions	Advisor Initials	Date Approved
BA2.127	Governmental Accounting.....	3 q	_____	_____	_____
BA2.530	Practical Accounting I.....	4 q	_____	_____	_____
BA2.531	Practical Accounting II.....	4 q	_____	_____	_____
BA2.532	Practical Accounting III.....	4 q	_____	_____	_____
BA2.534	Cost Accounting.....	3 q	_____	_____	_____
BA2.535	Payroll Accounting.....	2 q	_____	_____	_____
BA2.595	Professional Accounting I.....	3 q	_____	_____	_____
BA2.596	Professional Accounting II.....	3 q	_____	_____	_____
BA2.597	Professional Accounting III.....	3 q	_____	_____	_____
BA2.684	Computerized Accounting.....	3 q	_____	_____	_____
BA 101	Intro to Business.....	4 q	_____	_____	_____
BA 206	Principles of Management.....	3 q	_____	_____	_____
BA 222	Financial Management.....	3 q	_____	_____	_____
BA 256	Income Tax Accounting.....	3 q	_____	_____	_____
CIS 125D	Introduction to Databases.....	1 q	_____	_____	_____
CIS 1250	Introduction to Windows.....	1 q	_____	_____	_____
CIS 125S	Introduction to Spreadsheets.....	1 q	_____	_____	_____
CIS 135S	Advanced Spreadsheets.....	3 q	_____	_____	_____
EC 115	Outline of Economics.....	4 q	_____	_____	_____
MTH 095	Intermediate Algebra.....	4 q	_____	_____	_____
OA2.513	Numeric Keyboarding: Speed & Accuracy.....	1 q	_____	_____	_____
Law Option (Select One)					
BA2.518	Commercial Law.....	3 q	_____	_____	_____
BA 230	Business Law.....	4 q	_____	_____	_____
Select One					
OA 201	Word Processing for Business: WordPerfect.....	3 q	_____	_____	_____
OA 202	Word Processing for Business: MS Word.....	3 q	_____	_____	_____
CWE	.....	6 q	_____	_____	_____

CHANGES MUST ALSO BE APPROVED BY  
DIVISION DIRECTOR OR DEAN

Admissions & Records will perform a final evaluation to ensure all courses have been completed with appropriate grades before this degree is awarded to the student. Requirements such as general education, total credits and grade point average must be approved by the Registrar.

DEPARTMENT ADVISOR

Program requirements/proposed substitutions and waivers meet with my approval. Reasons for any changes are indicated and initialed on the appropriate line above.

DIVISION DIRECTOR or DEAN

Changes and/or substitutions in the program requirements have my approval.

\_\_\_\_\_  
Program Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Director or Dean Signature

\_\_\_\_\_  
Date