

**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

	Credits	
WRITING I		
WR 121 English Composition .....	3 c	_____
WRITING II (select one)		
WR 122 English Composition: Argumentation		
WR 123 English Composition: Research		
WR 185 Understanding English Grammar		
WR 214 Business Communications		
WR 227 Technical Writing		
WR 228 Technical Writing II		
WR 241 Creative Writing: Fiction		
WR 242 Creative Writing: Poetry.....	3 c	_____
SPEECH (select one)		
SP 111 Fundamentals of Speech		
SP 112 Introduction to Persuasion		
SP 218 Interpersonal Communication .....	3 c	_____
MATHEMATICS		
MTH 105 Intro to Contemporary Math or higher level .....	4 c	_____
HEALTH & PE		
PE 231 Lifetime Health & Fitness.....	3 c	_____
PERSPECTIVES (no more than 2 courses with the same prefix may be used by a student to satisfy the Perspectives category)		
Physical Science (see catalog page 178).....	4 c	_____
Biological Science (see catalog page 178).....	4 c	_____
Biological or Physical Science (see catalog page 178).....	4 c	_____
Cultural Diversity (see catalog page 179) .....	3 c	_____
Difference, Power & Discrimination (see catalog page 179).....	3 c	_____
Literature and the Arts (see catalog page 179) .....	3 c	_____
Social Processes and Institutions (see catalog page 179) .....	3 c	_____
Western Culture (see catalog page 179).....	3 c	_____

Even though the theme of a Biology Course may be different, a Biology Course number may only be used once to satisfy the graduation requirements.

Degree Evaluator	Date
<b>FOR OFFICE USE ONLY</b>	
Credit Toward This Degree	
Total Cr. _____	LBCC Cr. _____ GPA _____
	Approved <input type="checkbox"/> Denied <input type="checkbox"/>
	AS 0600 AC
Registrar _____	Date _____

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

**Liberal Arts Core Requirements:**

Select 15 credits from the core requirement options listed on page 189 in the catalog (3 credits from each category)

	Credits	Waivers/ Substitutions	Advisor Initials	Date Approved
Category I .....	3 q	_____	_____	_____
Category II .....	3 q	_____	_____	_____
Category III .....	3 q	_____	_____	_____
Category IV .....	3 q	_____	_____	_____
Category V .....	3 q	_____	_____	_____

**Program Requirements**

ART 261	Intro to Photography.....	3 q	_____	_____
JN 134	Intro to Photojournalism .....	3 q	_____	_____
JN 201	Media & Society .....	4 q	_____	_____
JN 215A	Journalism Lab (May be repeated for up to 3 credits )	1 q	_____	_____
JN 215B	Design & Production Lab (May be repeated for up to 6 credits ) .....	2 q	_____	_____
JN 216	News Reporting and Writing .....	3 q	_____	_____
JN 217	Feature Writing .....	3 q	_____	_____
JN 280	CWE Journalism .....	3 q	_____	_____
Electives	.....	4 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