

NAME _____

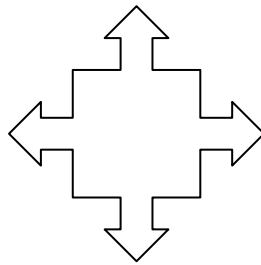
LBCC GRADUATION WORKSHEET 2009-2010 ID.NO _____

CERTIFICATE One Year

Instructional Assistant

C1 5076

INSTRUCTIONS: Use this worksheet to track your progress toward graduation. You must be able to check off all the boxes on the checklist to receive this certificate. The college catalog and your advisor are two resources you can turn to if you need help. When you are nearing 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 have met 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.**



Degree Evaluator

Date

FOR OFFICE USE ONLY			
Credit Toward This Degree			
Total Cr _____	LBCC Cr _____	GPA _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/>
_____ Registrar	_____ Date		C1 5075A LS

Advisor Instructions: This is the student's official record of their progress. The student must be 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. CHANGES MUST ALSO BE APPROVED BY DIVISION DIRECTOR OR DEAN

Official Use		Credits	Waivers/ Substitutions	Advisor Initials	Date Approved
<input type="checkbox"/>	ED 7.725	Job Search Skills.....	1	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 101A	Observation & Guidance3	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 102A	Education Practicum.....	3	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 123	Reading Instruction.....	4	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 124	Mathematics & Science Instruction	4	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 252	Behavior Management.....	.3	<input type="checkbox"/>	_____
<input type="checkbox"/>	ED 282	Working with Children with Special Needs. .	.3	<input type="checkbox"/>	_____
<input type="checkbox"/>	ENG 221	Children's Literature.....	3	<input type="checkbox"/>	_____
<input type="checkbox"/>	HDFS 229	School Age & Adolescent Development	3	<input type="checkbox"/>	_____
<input type="checkbox"/>	MTH 060	Intro to Algebra.....	4	<input type="checkbox"/>	_____
<input type="checkbox"/>	OA 121	Keyboarding.....	1-2	<input type="checkbox"/>	_____
<input type="checkbox"/>	SP 218	Interpersonal Communication.....	3	<input type="checkbox"/>	_____
<input type="checkbox"/>	WR 121	English Composition.....	3	<input type="checkbox"/>	_____
<input type="checkbox"/>	Select 6-7 additional elective credits in consultation with an ED/C&FS advisor.....		6-7	<input type="checkbox"/>	_____

Admissions & Records will perform a final evaluation to ensure all courses have been completed with appropriate grades before this certificate 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