

Undergraduate Degree Completion Worksheet

Office of the Dean of the College

Date today _____

Student Name _____ Banner ID _____

Current semester level _____ Student Visa Type (if applicable) _____

Approved Concentration(s) _____ ; _____

PLME _____ | BRDD _____ | AB/ScB _____ Other _____

The Brown Undergraduate Degree Requirements

Fill in the information below from your Internal Transcript. Do not include any incomplete courses.

1. Earn 30.0 Course Credits: Students are required to successfully complete a minimum of 30.0 Brown course credits. Students must earn 15 of these course credits minimum in residency; Brown exchange programs don't count toward this residency requirement. A maximum of 15.0 transfer credits and no more than 4.0 summer/winter credits (earned at Brown or via study elsewhere) may count toward this requirement. Courseload reduction does not reduce the overall credits required to graduate.

Remaining Course Credits: How many do you have left to reach 30.0? _____

Have you earned 15 Course Credits in residence at Brown? Yes _____ No _____

2. Earn the equivalent of 32.0 Enrollment Units: Students must be enrolled for the equivalent of eight full-time semesters of instruction (4 enrollment units are awarded for each semester of full-time study in fall or spring). Students must be in residence at Brown for a minimum of four full-time semesters; Brown exchange programs don't count toward this residency requirement. A maximum of 16.0 enrollment units via transfer may count toward this requirement. Courseload reduction with tuition adjustment does not reduce the overall enrollment units required to graduate.

Remaining Enrollment Units: How many do you have left to reach 32.0? _____

Have you earned 16 Enrollment Units (4 Semesters full-time) in residence at Brown? Yes _____ No _____

3. Complete Writing Requirement: Students must complete **Writing Requirement Part I** during semesters 1-4 (or the equivalent for transfer students by ENGL, LITR, or COLT transfer credit) and **Writing Requirement Part II** in semesters 5-7.

Writing Requirement Completed? Part I -- Yes _____ No _____ Part II -- Yes _____ No _____

4. Complete an Approved Concentration: Meet all concentration requirements as verified by a concentration advisor. It is understood that students may declare more than one concentration, but completing one declared concentration is what is required to satisfy this graduation requirement.

What is your approved primary (if you have declared more than one) concentration? _____

Do you have an approved/updated course plan in ASK for your concentration? Yes _____ No _____

Have you completed all concentration requirements? Yes _____ No _____

List Remaining Concentration Requirements -- Use your ASK course plan as a guide to complete this next section.

- | | |
|----------|-----------|
| 1 | 6 |
| 2 | 7 |
| 3 | 8 |
| 4 | 9 |
| 5 | 10 |

Mark any concentration requirement above that must be completed at Brown, not elsewhere, (**@Brown**).

Mark any capstone or sequenced courses offered only in certain semesters (**Offered Only: Semester x, 201y**).

Plan for degree completion

<u>Timeframe / Course Plan</u>	<u>Credits Earned</u>	<u>Credits Required</u>	<u>Enrollment Units Earned (no units are earned for summer or winter session)</u>	<u>Enrollment Units required</u>	<u>Notes</u>
Semester (i.e. 6 or 7) Term (i.e. fall 2017)					
Semester # _____ Term:		30		32	
Add courses:					
Semester # _____ Term:		30		32	
Add courses:					
Semester # _____ Term:		30		32	
Add courses:					
Semester # _____ Term:		30		32	
Add courses:					
Semester # _____ Term:		30		32	
Add courses:					

Do you need: 9th semester permission?__ transfer credit approval form?__ to meet with financial aid?__ to meet with your advisor?__

Fill in the information below from your Internal Transcript. Do not include any incomplete courses.

Earn 30.0 Course Credits (CC) #Earned _____ | #Left to reach 30 CC _____

Earn 32.0 Enrollment Units (EU) #Earned _____ | #Left to reach 32 EU _____

Residency 15 **Course Credits** earned in residence at Brown? Yes__ No__

Requirements 16 **Enrollment Units** earned (4 Semesters full-time in residence) at Brown? Yes__ No__

Writing Requirement Part 1 Yes__ No__ Part 2 Yes__ No__