

# College of Behavioral and Social Sciences

2148 Tydings Hall, College Park, MD 20742 P: 301.405.1697 F: 301.314.4087 B: www.bsosundergrad.blogspot.com W: www.bsos.umd.edu

## Audit

BSOSaudit-v4  
updated 9/5/14

### Audit Worksheet

Name:	UID:
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**Instructions: Complete each task in the order listed, and check each box once the task is completed. Bring this worksheet and your Degree Navigator report with you to each advising appointment.**

**Meet with a Department advisor.** Department may require that you complete a review on your own before your meeting with the advisor.

Requirement		Complete	Still Needed	Notes/List Remaining Courses
Major	Major Requirements	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Supporting Sequence ( <i>may not apply</i> )	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Skills ( <i>may not apply</i> )	<input type="checkbox"/>	<input type="checkbox"/>	_____
College	CORE <input type="checkbox"/> Gen Ed <input type="checkbox"/>			_____
	Fundamental Studies	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Distributive Studies	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Diversity	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Professional Writing	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Advanced Studies or I-Series (whichever applies)	<input type="checkbox"/>	<input type="checkbox"/>	_____
	Remaining Credits	<input type="checkbox"/>	<input type="checkbox"/>	_____
Do you have a previous Degree (AA/BA/BS)?		YES	NO	Date received: _____ From where: _____

**Meet with a BSOS College advisor.** Schedule an appointment with BSOS Advising by calling 301-405-1697 or visiting 2148 Tydings Hall. *Audits are not done on walk-ins.*

**Remember these important policies as you progress toward completing your degree:**

- Previous Degree Policy* - If you earned a previous degree, it needs to be verified and it may affect your CORE/Gen Ed Requirements.
- Repeating a "D" or higher* - If you repeat a "D" or higher, you do not earn additional credit.
- Credit shortage* - No student may graduate with fewer than 120 credits, even if all requirements have been completed.
- Minimum grades* - Be sure you know the minimum grades required in your major.
- Audit Review* - You may wish to have your audit reviewed in your final semester.
- Apply to Graduate* - Remember to apply for graduation when registering for your final semester.

Student Signature:	Date:
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**FOR OFFICE USE ONLY**

Department Signature and Stamp:	Date:
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- Departmental requirements accurate in Degree Navigator; departmental exceptions posted as necessary.
- Request for additional exceptions noted in Degree Navigator.

College Signature and Stamp:	Date:
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- College requirements accurate in Degree Navigator; CORE/policy exceptions posted as necessary.
- Request for additional exceptions noted in Degree Navigator.

<input type="checkbox"/> Major declared prior to last 15 credits <input type="checkbox"/> Max 12 pass-fail credits have been earned <input type="checkbox"/> 15 of final 30 credits are upper-level <input type="checkbox"/> Internship (386) rules have been satisfied <input type="checkbox"/> Cumulative GPA 2.0	<input type="checkbox"/> Transfer course evaluations are accurate <input type="checkbox"/> Credit duplications have been removed <input type="checkbox"/> Non-applicable courses re-evaluated <input type="checkbox"/> Final 30 credits at UMCP <input type="checkbox"/> 30 of the final 60 credits at UMCP	Additional Notes:
Cumulative Credits: _____ Currently registered credits in SIS (not including repeated credits): _____ Remaining Credits to reach 120 credits: _____	Update APU. Type: AA Eff Term: ____ (Current Sem) Dec Cd: C Review Credits: ____ (Cum Cr)	