

INTENT TO GRADUATE FORM

INSTRUCTIONS:

1. Fill out form completely (front and back) and sign your name.
2. Meet with your advisor or Department chair to review your progress.
*Note Music students may attach departmental letter for Major.
3. Deliver this completed form to the College of Arts and Science's Dean's office in Room 257 Chafee Social Science Center prior to the deadlines listed below.

In Which Term do you intend to complete your requirements? (Please Specify Year)

Deadline - **MAY** _____ **AUGUST** _____ **DECEMBER** _____
October 1st March 1st May 1st

PART ONE:

1. **Name:** _____
 Last First Middle Initial

2. Student ID: _____ Phone: _____

3. **ACTIVE Email Address:**

- 4. Address for your Audit to be mailed:**

(Please make sure to update your address in e-Campus if necessary)

Number and Street:

City, State, Zip Code: _____

5. **Degree(s)** – Note All That Apply (please note your audit may be delayed if you do not know this):

BA BS BFA BOM BLA

6. **Major(s):** 1. _____ 3. _____
2. _____

7. **Concentration/Focus Area** (For Math BS, Economics BS, Music, Sociology BS, Classics BA, and Theatre BFA)

8. **Minor(s)** 1. _____ 3. _____
2. _____ 4. _____

* Minor forms can be obtained in the Dean's office in Room 257 Chafee Social Science Center or online at http://www.uri.edu/artsci/forms/pdf/Minor_Form.pdf.

9. Catalog year you are using _____.

It is the responsibility of students to be familiar with the requirements outlined in the catalog they are following and to confirm that they have met these requirements.

10. **Student Signature** _____ **Date** _____ **Over...** _____

PART 2: ACADEMIC REQUIREMENTS

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Gen EdMajor 1Major 2Minor(s)ElectivesTotal

- Student must have 2.00 GPA or higher in major and cumulatively.
 - Student must complete minimum number of credits required this degree. All Arts and Sciences degrees require 120 credits or more.
- Check the University Catalog if you are unsure how many credits are required for your degree.

A) General Education / Basic Liberal Studies Requirement

*BA Students may not use more than one course per discipline
**Cross-Cultural Competency option is not permitted for BA curricula.

Discipline	Course	Semester Completed/Grade	Credit
Fine Arts: 3 Cr. (A)			
Literature: 3 Cr. (A)			
Letters: 6 Cr. (L)			
Natural Sciences: 6 Cr. (N)			
Social Sciences: 6 Cr. (S)			
Communications: 3 Cr. (EC)			
Writing: 3 Cr. (ECW)			
Language/Culture: 6 Cr. (FC)			
Mathematics: 3 Cr. (MQ)			

For BA Students Only:

You must complete at least 42 credits at the 300 level or higher. These courses can be from General Education, Major, Minor, or elective. Please list courses:

Cr.	Course/Semester	Cr.	Course/Semester	Cr.	Course/Semester
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

B) Major:

Course	Semester	Credits	Grade
Completed or Enrolled/ Planned			
—	—	—	—
—	—	—	—
—	—	—	—
—	—	—	—
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Number of Credits Required for Major: —

ADVISOR/CHAIR SIGNATURE: —

C) Major:

Course	Semester	Credits	Grade
Completed/Enrolled or Planned			
—	—	—	—
—	—	—	—
—	—	—	—
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Number of Credits Required for Major: —

ADVISOR/CHAIR SIGNATURE: —

GRADUATION CHECKLIST

Please make sure that you have completed the following before turning in your Intent to Graduate (File for Degree) form. This form **must** be turned in with your application.

- ☐ I have checked my transcript to ensure that I will have completed 42 credits of 300/400-level classes before graduation (BA students only).
- ☐ I have checked my transcript to ensure that I will have completed the minimum number of credits required for graduation.
- ☐ I have checked my transcript to ensure that I will have the minimum number of credits required for my major and will not exceed the maximum number of credits allowed for my major.
- ☐ I have made sure to compare my graduation requirements to the catalog for the year I entered URI *or* I have indicated my new catalog year on the Intent to Graduate form. I understand that I cannot have my requirements evaluated under a different catalog year once I have received my audit.
- ☐ I have declared my minor on the Intent to Graduate form and completed a Declaration of Minor form. *(Skip this step if you are not declaring a minor.)*
- ☐ I have checked my transcript to ensure that I have a 2.00 GPA or higher in my major and overall.
- ☐ I understand that if I choose to take classes at another institution during my senior year, I am responsible for requesting that a transcript of those classes be sent to URI. I also understand that if the transcript does not arrive before degree conferrals take place that I may be moved to a later graduation date.
- ☐ I have checked my transcript for Incomplete and NW grades. I understand that if I choose to complete these classes, it is my responsibility to contact the professor. I understand that grade changes must be received before degree conferrals take place or I may be moved to a later graduation date.
- ☐ I have checked my transcript to ensure that any classes that I added or dropped late were added to or dropped from my transcript.
- ☐ I have checked my transcript for any classes I repeated. I understand that I cannot receive credit for the same class multiple times unless specified in the catalog, and that these credits may be removed from my transcript before degree conferral.
- ☐ I understand that if I turned my Intent to Graduate form into the Dean's Office later than the advertised deadline, my audit may be delayed.

By signing this form, I agree that I have read the above and that failure to comply with these terms may result in being moved to a later graduation date than the one for which I have applied.

Student Signature

Date