

GRADUATION PLAN

A graduation plan is used to identify remaining degree requirements and create a tentative schedule of completion with consideration of prerequisites and term offerings.

Submit graduation plans to umd-cobss@umich.edu with the subject "Graduation Plan".

Instructions

Download the [fillable PDF template](#) to create your own plan.

Review the [SAMPLE PLAN](#) as a guide, with step by step instructions.

Identify remaining requirements using DegreeWorks.

Program details listed on the graduation plan and your DegreeWorks **must** match. If not, submit an official [CHANGE OF MAJOR FORM](#) to declare your desired major, applicable minors and/or certificates.

PLAN STRATEGY: Build a schedule around major/minor courses because they are not offered as frequently as courses in your BBA Core. If possible, a balanced schedule should include no more than 2 major courses in any given term.

DOUBLE MAJOR OR MAJOR/MINOR: Courses are subject to availability and there is a potential of schedule conflicts in your final term. Avoid leaving courses from multiple disciplines outside of the BBA Core in your final semester, if possible.

PREREQUISITES: If you're planning a course for a specific term, make sure that the prerequisites are planned out prior to that term. The [COURSE REFERENCE GUIDE](#) includes prerequisite (and term offering) information.

CHECK THE PLAN EACH SEMESTER: Course offerings may change. Students are encouraged to check their plan and course offerings prior to registration each term

TAKING COURSES OFF-CAMPUS: Discuss any plans to take courses off-campus with an advisor to ensure the option is valid and in compliance with the University Residency Policy. A student may elect up to 2 off-campus courses within their last 36 credit hours of degree completion.

Please schedule an appointment if you have questions and/or wish to discuss your plan further.