Complete in blue or black ink.

Missouri Southern State University
Graduation/Completion Requirements Checklist -Undergraduate Program

FOR USE BY EDUCATION MAJORS ONLY

Student Name _____ S ID No. _____ Date _____

Grad. Semester _____ Degree _____ Major Code _____ Certificate Code _____ Minor Code_____

ATTENTION ADVISORS: PLEASE USE A SPEPARATE FORM FOR EACH MAJOR OR CERTIFICATE.
NO NEED TO ATTACH Degree Works Audit.

MAJOR/CERTIFICATE & GEN ED CORE 42 still needed –
List courses by course title and number.

Currently enrolled courses	Courses required after current semester
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Modern Lang. for B.A.: ☐ Met ☐ Not Met ☐ NA

MO Civics exam passed: ☐ Met ☐ Not Met ☐ NA
(Required for all students admitted as first time freshmen effective Fall 2019)

39 Hr. U.D. Met ☐ or _____ Hrs still needed
GPA in Major: _____ ☐ Met ☐ Not Met

Education Majors – 3.0 GPA required
GPA Professional: _____ ☐ Met ☐ Not Met
GPA Content: _____ ☐ Met ☐ Not Met

Passed MOCA: ☐ Yes ☐ No

The MOCA must be taken by the last day of the semester of graduation. The official passing score must be received by the Education Dept. from Pearson by _____.

MINOR _____ Minor code _____
Checked under _____ **Catalog Year**

Currently enrolled courses	Course req. after current sem.
_____	_____
_____	_____
_____	_____
_____	_____

_____ _____
Minor Advisor   Date

Checked under _____ **Catalog Year**
Transfer Hours _____
Earned MSSU Hours _____
In-Progress Hours _____
Total Credits Applied _____
Overall GPA _____ (2.0 GPA required)
Coursework below 100 level is not applicable to Baccalaureate Degree.
120 applicable hours minimum for the Baccalaureate Degree.
60 hours minimum for the Associate's Degree.

Notes/Petitions:

I have checked this student's record and find the student to be a valid candidate for the degree requested, upon completion of all pending degree requirements.

APPROVED

☐ YES ☐ NO _____ _____
Education Major Advisor   Date

☐ YES ☐ NO _____ _____
Content Advisor   Date

☐ YES ☐ NO _____ _____
Dep't Chair of Education   Date

☐ YES ☐ NO _____ _____
Dep't Chair of Content   Date

☐ YES ☐ NO _____ _____
Dean of Content (if applicable)   Date

☐ YES ☐ NO _____ _____
Dean of Education   Date

Registrar's Office Use Only:

Date_____
Grad Fee_____
Submitted_____
Initials _____

Office of the Registrar   Conferral Date   Date of Determination   Code(s) Conferred

This Form will be made available in alternate formats upon request: 417-625-9389.   Updated 9.2023