

PROVISIONAL DECLARATION OF UPPER DIVISION MAJOR

Please Print

Name _____ RedID _____
 Last First MI

Email _____ Phone _____

Which major are you declaring? _____ (eg. Accounting, Finance, IS, etc.)

<u>Preparation Courses</u>	<u>Completed at (school)</u>	<u>Grade</u>	<u>Office Use Only</u>
ACCTG 201 Financial Accounting	_____	_____	_____
ACCTG 202 Managerial Accounting	_____	_____	_____
ECON 101 Macroeconomics	_____	_____	_____
ECON 102 Microeconomics	_____	_____	_____
FIN 240 Legal Environment of Business or Business Law	_____	_____	_____
MIS 180 Information Systems	_____	_____	_____
RWS 290 Business Writing and Rhetoric (not required for Accounting majors)	_____	_____	_____
STAT 119 Business Statistics or ECON 201 Statistical Methods	_____	_____	_____
MATH 120 Business Calculus or MATH 150 Calculus or Finite Math	_____	_____	_____

I understand that this is a provisional admission to Upper Division and I must provide proof of final grade for the course in progress NO LATER THAN JANUARY 3, 2017 to remain in upper division business.

I understand that if I do not have a C or better in all major prep courses AND an overall GPA of at least a 2.90, that I will be returned to pre-business status.

I HAVE READ, UNDERSTOOD, AND WILL ABIDE BY THE INSTRUCTIONS ABOVE AND ON THE BACK OF THIS SHEET.

Signature _____

Date _____

I understand that admission to upper division Business does not constitute an official evaluation and acceptance of transfer work. Official review is done by the Office of Advising and Evaluations.

MAJOR GPA

SDSU Units

SDSU GPA

Overall Units

Overall GPA

Honors Prog.

Verified By

____/____/____

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IMPORTANT INFORMATION AND INSTRUCTIONS

Please read the following information and instructions before completing this application to provisionally declare an upper division Business major.

Please make sure that your SDSU Degree Evaluation is viewable online before you declare upper division. If you cannot access it from your Web Portal please visit the Office of Advising and Evaluations, SSW 1551. This Evaluation must show the grades that you earned in the nine major prep courses.

Note: If you have completed a prep class at another school in Fall 2016 and it is not yet shown on your Degree Evaluation, then we can accept an unofficial transcript from the school **only if** SDSU has an articulation agreement with that school that the courses are equivalent. Check at www.sdsu.edu/tap to see if SDSU has an agreement.

REQUIREMENTS FOR PROVISIONAL DECLARATION TO UPPER DIVISION BUSINESS

- 60 or more units completed or in-progress
- You must **currently have a 2.90 overall GPA**. If not, you must wait to declare until Fall 2016 grades are posted.
- All 9 prep courses (8 for Accounting majors) in-progress or completed with a C or better. No C- or Cr/NC grades permitted. **All grades for prep courses taken prior to the Fall 2016 semester must be shown on your degree evaluation.**
- You must earn a 2.90 after ALL Fall 2016 grades are posted or you will be removed from the upper division business major.
- You must earn a C or better in each prep course you are taking in Fall 2016. If you earn a C- or lower in any prep course, you will be removed from the upper division business major

If you are taking one or more prep courses at a school other than SDSU during Fall 2016, you must provide us with a printout of your unofficial transcript with your grades officially posted by **January 3, 2017**, or you will be removed from the upper division business major. You need to submit all unofficial transcripts by **January 3, 2017** in order to remain in your upper division business major.

CATALOG YEAR

Knowing your catalog year is crucial to taking the proper courses for graduation. Declaring upper division does **NOT** change your catalog year, unless you are declaring as an Undeclared Major. If you are unsure what catalog year applies to you, come to the Business Advising Center (BAC) for assistance.

BRING COMPLETED APPLICATIONS TO THE BAC IN EBA 448