



**Associate in Business**  
**Direct Transfer Degree (DTA) – 999C**  
**90 credits required**  
 (Effective Summer 2014)

**\$10 ANNUAL APPLICATION FEE**  
 An annual fee of \$10 is sufficient for an unlimited number of degree and certificate applications during a given academic year.

|   |      |        |                       |            |
|---|------|--------|-----------------------|------------|
| CIRCLE THE QUARTER YOU PLAN TO COMPLETE THIS DEGREE                               |      |        | YVC COLLEGE LEVEL GPA |            |
| Summer  | Fall | Winter | Spring                | Year _____ |
| NAME AS YOU WISH IT TO APPEAR ON YOUR DIPLOMA – Last name must match your records |      |        | STUDENT ID #          |            |
| MAILING ADDRESS   |      | CITY   | STATE                 | ZIP        |

\_\_\_\_\_ PHI THETA KAPPA MEMBER

If transfer credits were used to meet the degree requirements, please list the institution(s) below and attach a photocopy of each evaluated transcript.

\_\_\_\_\_

**INSTRUCTIONS:** In the Basic Requirements, Quantitative, Distribution, and Business Core sections, list only the courses you have already completed. In the Projected section list the courses you are currently enrolled in and the courses you anticipate enrolling in. If you are using transferred credits toward degree requirements, list the course name, number, and credit amount as it appears on your evaluated transcript. Place an asterisk (\*) beside each transferred course.

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| <p><b>BASIC REQUIREMENTS – 10 credits required</b><br/>         Minimum 2.00 GPA required. No “S” grades allowed. (Exception: AP, CLEP, DANTES and IB scores). Write in the grade in the space provided for each of the courses you have already completed. ENGL&amp; 101 and ENGL 102 are required courses.</p> <p>_____ ENGL&amp; 101 (5 cr)                  _____ ENGL 102 (5 cr)</p> |
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\_\_\_\_\_ **TOTAL BASIC REQUIREMENT CREDITS**

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| <p><b>QUANTITATIVE – MATH 111 required</b><br/>         Minimum 2.00 GPA required.</p> <p>_____ MATH 111 required with a grade of “C” or better</p> |
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\_\_\_\_\_ **TOTAL QUANTITATIVE CREDITS**

|   |
|---|
| <p><i>DO NOT WRITE IN THIS SECTION, IT IS FOR OFFICE USE ONLY:</i></p> <p>Requesting High School Diploma _____ High School Diploma posted _____ High School Diploma mailed _____</p> <p>SM5001 _____ SM6015 _____ Final GPA _____ SM6009 (posted to transcript) _____</p> <p>Diploma Ordered _____ Diploma Proofed _____ Diploma Mailed _____ Evaluated By: _____</p> |
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**HUMANITIES – 15 credits required**

Select from at least THREE different disciplines (subject areas). No more than 5 credits from any one discipline. May include up to five credits of skill performance courses. May include up to five credits of 100-level foreign language OR five credits of 100-level American Sign language. Maximum of five credits may be taken as “S” grades. Minimum 2.00 GPA required in this distribution area.

| DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade |
|----------------------|--------|-------|----------------------|--------|-------|----------------------|--------|-------|
|                      |        |       |                      |        |       |                      |        |       |
|                      |        |       |                      |        |       |                      |        |       |

**TOTAL HUMANITIES CREDITS****NATURAL SCIENCE/MATHEMATICS – 15 credits required**

Must include MATH& 148. Remaining credits must be selected from at least TWO different disciplines (subject areas) other than MATH. Must include one lab course. Maximum of five credits may be taken as “S” grades. Minimum 2.00 GPA required in this distribution area.

| DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade |
|----------------------|--------|-------|----------------------|--------|-------|----------------------|--------|-------|
| MATH& 148            | 5      |       |                      |        |       |                      |        |       |
|                      |        |       |                      |        |       |                      |        |       |

**TOTAL NATURAL SCIENCE/MATHEMATICS CREDITS****SOCIAL SCIENCE – 15 credits required**

Must include ECON& 201 and ECON& 202. Select five additional credits from a different discipline (subject area) other than ECON. Maximum of five credits may be taken as “S” grades. Minimum 2.00 GPA required in this distribution area.

| DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade |
|----------------------|--------|-------|----------------------|--------|-------|----------------------|--------|-------|
| ECON& 201            | 5      |       |                      |        |       |                      |        |       |
| ECON& 202            | 5      |       |                      |        |       |                      |        |       |

**TOTAL SOCIAL SCIENCE CREDITS****BUSINESS CORE – 25 credits required AND 5 credits of 100-level ELECTIVE\***

All Business degrees must include the required 25 credits Business Major core and five credits of 100-level elective. No “S” grades allowed. Minimum 2.00 GPA required. Note: Many universities and colleges have computer course requirements for admission to the business major. See your advisor to determine if a computer course is recommended as the elective. \*No more than three PE activity credits may be applied.

| DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade | DEPT & COURSE NUMBER | Credit | Grade |
|----------------------|--------|-------|----------------------|--------|-------|----------------------|--------|-------|
| ACCT& 201            | 5      |       | ACCT& 202            | 5      |       | ACCT& 203            | 5      |       |
| BA 256               | 5      |       | BUS& 201             | 5      |       | Elective:            | 5      |       |

**TOTAL BUSINESS CORE/ELECTIVE CREDITS****PROJECTED CREDITS**

List all courses in which you are currently enrolled or plan to enroll in to complete your degree. Indicate the quarter you will enroll in each class by listing F, W, Sp, Su and the year.

| DEPT & COURSE NUMBER | Credit | QTR | DEPT & COURSE NUMBER | Credit | QTR | DEPT & COURSE NUMBER | Credit | QTR |
|----------------------|--------|-----|----------------------|--------|-----|----------------------|--------|-----|
|                      |        |     |                      |        |     |                      |        |     |
|                      |        |     |                      |        |     |                      |        |     |
|                      |        |     |                      |        |     |                      |        |     |

**TOTAL PROJECTED CREDITS****TOTAL DEGREE CREDITS (minimum of 90 credits required with a minimum of 2.00 GPA)**

*I understand that I must keep the Graduation Evaluator and my advisor informed of any changes in my graduation status and changes in my course selection*

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ADVISOR SIGNATURE

DATE STUDENT SIGNATURE

DATE

Revised 10/2016