

Electrical Engineering Department Major Form Checklist

Student Name: _____ Advisor: _____
ID #: _____ Today's Date: _____
Phone #: _____ Semester to Graduate: _____
Email: _____

Following items are to be attached to Major Form Packet:

- **EE Dept Major Form**
Have one copy of the major form with original signature. **It must fit all on a single page.**
List all grades received for the major courses; must be signed by the UG Coordinator. **Do not change original template on the Major Form.**
- **SJSU Graduation Application Form** (In this packet)
SJSU Transcript (Copy from the official transcripts ok. Transcripts can be downloaded from MYSJSU)
Other College/University Transcript (Copy from the official transcripts ok. Transcripts can be downloaded from the website)
- You need a GE graduation [checklist](#), signed by a professional advisor in the Engineering Student Success [Center](#)
- You need a print out of all unofficial transcripts for SJSU and any college you have attended.
- You need to print out a "what if report" in my.sjsu.edu.
 - Notes on how to run this report are [here](#).
 - A video on how to run this report is [here](#).
 - To save paper, please collapse all the completed categories.

I understand that the major form needs to be filed one year prior to graduation. Late filing will delay my graduation. I believe that I have not intentionally violated any course prerequisite requirement; however, here is a list of violations, discrepancies, if any:

Student Signature: _____ Date: _____

UG Coordinator: _____ Date: _____

OFFICE USE ONLY

Received at COE by: _____ Date: _____

Reviewed by: _____ Date: _____

Approved to be forwarded to Admissions and Records on: _____

Returned to Department for corrective actions listed: _____

Received at Department by: _____ Date: _____

Corrections by: _____ Date: _____

Received at COE by: _____ Date: _____

Reviewed by: _____ Date: _____

Approved to be forwarded to Admissions and Records on: