# Request for Advancement to Candidacy

To be advanced to candidacy, a student must have:
1. Completed at least five applicable graduate-level courses at the University, with a minimum grade point average of 3.0 ("B").
2. Completed PA 6110 with at least a "B-" grade, **and** have evidence of Public Service employment experience or completion of ADMN 6753 Internship.

Please list your most current information below:

Name: _____  _____     Date: _____
            Last                                      First

Current Address: _____     Coyote ID#: _____

_____     Phone: _____

Email: _____     Catalog (sem/qtr): _____

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**Concentration**

_____

**Please note that changing/updating a concentration requires payment of $6 at Registrar to be noted on your degree (always save your receipt!).

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**Comprehensive Exam**

Term _____          Year _____

**Please note that **ALL** core courses (and concentration courses, if following semester catalog) must be completed prior to the term you will take the Comp Exam.

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**Concentration & Elective Courses:** List *all* concentration and open elective courses to be included in your program plan.

| Course (eg. PA 5010) | Course Name (eg. Administrative Leadership) | Term (eg. Fall 2019) |
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**Core Courses:** List *all remaining* core courses, including those you are currently enrolled in.

| Course (eg. PA 6800) | Course Name (eg. Public Policy Analysis) | Term (eg. Fall 2019) |
|---|---|---|
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Please submit this **completed** form to the PA department (mpainfo@csusb.edu). A program plan must be on file before filing your Graduation Requirement Check. Not having a program plan on file will result in a delay in permission to enroll in the Comprehensive Exam, as well as further processing of your Grad Check. For more information about filing a Grad Check, please contact the Office of the Registrar, (909) 537-5200, or visit their website: csusb.edu/registrar/evaluations/graduation-requirement-check.