



Request for Approval Business Advising Certificate

To receive a Business Advising Certificate upon graduation, you must submit this form to the Registrar’s office by the March 15th that immediately precedes your graduation ceremony date. For example, if you finish your studies in December or May, the deadline is March 15.

Name to be printed on certificate:

Graduation date:

First name

Middle Name or Initial

Last Name

month/year

I have completed, or am currently enrolled in, the following courses and request approval for a Business Advising Certificate. By signing or typing my name in the signature box below I acknowledge that the information submitted on this form is correct.

- 1. Business Organizations
- 2. Taxation of Business Entities
- 3. Contract Drafting Business Planning
- 4. Secured Transactions Bankruptcy Real Estate Transactions
- 5. Copyright & Trademark Employment Law Insurance Law
or Patent Law or Employment Discrimination

- 6. Elective: _____
One of the following not checked above: Bankruptcy, Business Basics, Copyright & Trademark, Employment Law or Discrimination, Insurance Law, Mergers & Acquisitions, Nonprofit Organizations, Payment Systems, Real Estate Transactions, Securities Regulation, Secured Transactions, or Wills & Trusts

Student Signature

Date

The Registrar’s office will submit your completed form to Christian Johnson for approval.

This portion will be completed by the Registrar

Verified: _____
Registrar Date

Approved: _____
Program Director Date

GPA overall: _____
GPA in BAC classes: _____

Certificate ordered: _____
Comm. Program: _____