## DEGREE COMPLETION PLAN GUIDELINES

## Step 1: Check Suggested Degree Completion Plan for your major

Go to your department's website or the university's 2014-2015 online catalog. Print a copy of the Suggested Degree Completion Plan (labeled "Four Year Plan of Study" on the TU catalog website) for your major/concentration/track. [On the TU catalog website, plans are listed under each major/track/concentration.]

## **Step 2: Open Your Academic Requirements**

Go to Towson Online Services, click on Self Service, and then Student Center. On the left hand side, next to your schedule, select Academic Requirements from the drop-down menu.

## **Step 3: Cross Off Completed University Core Courses**

Using your Academic Requirements, cross off the University Core courses you have already completed from the Suggested Degree Completion Plan you printed in Step #1.

Step 6: Create an Individptep