SJSU SAN JOSÉ STATE UNIVERSITY

Petition for Advancement to Graduate Candidacy

09.2016

Student Information

Completed form should be emailed to the appropriate GAPE evaluator (see www.sjsu.edu/gape/about_us/staff), submitted to Window G in the Student Services Center, or sent through interoffice mail to extended zip 0017.

Last Name: Doe | First Name: Jane

Student ID: 001234567 | Previous Name (if any):

Current Address: 123 Main St. | City: San Jose | State: CA | Zip: 95192

Daytime Phone: (408) 555 - 1234 | Email Address: jdoe@sjsu.edu

Degree Information

Degree Sought, *e.g.* , MBA: MARA | Major: | Concentration, if applicable:

Means of satisfying Graduation Writing Assessment Requirement: Course Prefix, Catalog No.: MARA 200

University where taken: SJSU | Semester/Year GWAR Completed: Fall 2014 | ○ A ◉ B ○ C

Proposed Graduate Degree Program

A. Courses (include all SJSU courses taken and those that will be taken for degree credit; leave Grade section blank for current and future classes.)

Course Prefix/No.	Title	Semester Units	Grade	Semester/Year Completed
MARA 200	Record and the Recordkeeping Professions	3	A	Fall 2014
MARA 204	Management of Records and Archival Institutions	3	A-	Fall 2014
MARA 210	Records Creation Appraisal and Retention	3	A	Spring 2015
INFO 240	Information Technology Tools and Applications	3	B+	Spring 2015
MARA 211	Records Access, Storage and Retrieval	3	B+	Fall 2015
MARA 285	Research Methods in Records Management and Archives	3	A	Fall 2015
MARA 284	Seminar in Archives and Records Management - Topic Information Assurance	3	B+	Spring 2016
MARA 249	Electronic Recordkeeping Systems and Issues in Electronic Records Management	3	B+	Spring 2016
MARA 283	Enterprise Content Management and Digital Preservation	3	A	Fall 2016
MARA 284	Seminar in Archives and Records Management - Topic: Information Governance	3	A-	Fall 2016
INFO 246	Information Technology: Tools and Applications Advanced	3		Spring 2017
MARA 294	Professional Experience: Internship	3		Spring 2017
INFO 287	Seminar in Information Science (Cybersecurity)	3		Fall 2017

B. Culminating Experience

Check box if applicable and then fill out corresponding row

	Course Prefix/Catalog No. (*e.g.*, MAS 203)	Total Units	Grade	Semester/Year Completed
☐ 299 Thesis (Plan A)/Creative Work (Plan C)				
☑ Last completed project or comprehensive exam-preparation course (plan B)	MARA 289	3		Fall 2017
☐ Other Culminating Experiences				

	Type	Semester/Year Completed
1) Other culminating experience		
2) Other culminating experience		

	Course Prefix/Catalog No. (*e.g.*, MAS 203)	Total Units	Grade	Semester/Year Completed
☐ 599 Dissertation				

C. Transfer Courses

	University	Course Prefix/No.	Title	Semester Units	Grade	Semester/Year Completed
Sub. for SJSU Course						
Sub. for SJSU Course						
Sub. for SJSU Course						

Units	
A	39
B	3
C	
Total	042

Required Signatures

Student _____ Date _____

Signature (certifies accuracy of the information provided)

The signatures below indicate approval.

Project or Thesis Advisor (if required by your department)

Name _____ Signature _____ Date _____

Department Grad Advisor (Grad Coordinator)

Name _____ Signature _____ Date _____

GAPE Evaluator

○ Approved ○ Denied Name _____ Date _____

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