



Requesting a 90-Hour Degree Review

Students who have earned 90 credit hours and are within one year of graduation *must* file a *Request for a 90-Hour Degree Review Degree Audit* form in the [University Academic Advising Office \(UAAO\)](#).

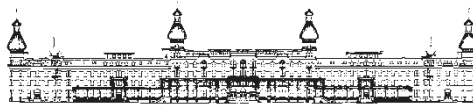
How to complete this request

1. Obtain a Request for 90-Hour Degree Review Form from the UAAO or [download PDF](#).
2. Return the form to the UAAO by campus mail to Box 56F or by faxing to (813) 258-7450. When completing the request form, students should be careful to indicate the degree, major, concentration and any minor pursued.
3. After the student files the request, UAAO will prepare a Degree Audit (90-Hour) form and send forwarding the completed review to the student, the student's faculty advisor and the Registrar.

Degree Application

1. Graduating students must apply to graduate in the semester of completion by completing the "Apply to Graduate" form located on the student's SpartanWeb account under the academics tab.
2. The "Apply to Graduate" form must be submitted by the mid-point of the semester in which they intend to complete degree requirements and have a degree conferred.

FLIP OVER, FORM ON OTHER SIDE



The University Of
T A M P A

Request for a 90-Hour Degree Review

Date of Request _____
Student Name _____
Student UT ID # _____
Cell Phone # _____
Faculty Advisor _____

**Completely fill-in the information requested on this form.
Return to Academic Advising
Academic Success Center
North Walker Hall**

**Email: advising @ut.edu
Fax: (813) 258-7450**

Expected Date of Graduation, Semester & Year: _____

First Semester at UT, Semester & Year: _____

Major(s) _____

Minor(s) _____

Concentration/Emphasis _____

Check one:

- BA BS BM BFA
- AA BLS BSN
- Double Major or Degree

Note that any course waivers or substitutions must be approved by the Department Chair and filed in the Academic Advising Office. Please attach a copy of any memorandums that apply.

Please indicate any special circumstances as they relate to your degree requirements below.

FOR OFFICE USE ONLY

Degree Audit/Worksheet by:

Date:

Part II by:

Date:

COMMENTS:

