**[DEPARTMENT LETTERHEAD]**

**Bachelor’s and Master’s Combined Degree Pathway**

**STUDENT LIST TEMPLATE – EXAMPLE**

Date:

TO: Graduate Student Services, Financial Aid Services, Office of the Registrar

FROM: Travel Industry Management (TIM) Grad Chair

SUBJECT: List of Prospective BAM ***applicants*** to (name of graduate program)

**OR**

List of Projected BAM ***candidates*** for bachelor’s degree (name of undergraduate program)

Approved Double-Counted Courses: (list subject code and number for 6-9 credits): 9 cr. total

Hospitality Management: TIM 431, 601, 605

Tourism/Transportation: TIM 431, 601, 606

Student Student’s Official Degree Approved BAM

Last name, First name UH ID# Track (if applicable) Courses Completed

1. Aune, Krystyna 87654321 Tourism/Transportation 431, 601, 606
2. Pearson, Wendy 12345678 Hospitality Management 431, 601, 605