



Application for the MBA 4 + 1 Master's Degree Program

STUDENT INFORMATION:

Student ID: @ _____ Phone: _____

Name: Last _____ First _____ M.I. _____

Local Address:

Street _____ City _____ State _____ Zip Code _____

Current Program: _____ Advisor: _____

Cumulative Credits Earned: _____ Cumulative Grade Point Average: _____
(must have completed a minimum of 75 credits by the end of the current term) (must maintain a 3.25 GPA minimum – Business Students, please see policy)

Student Signature: _____ Date: _____

APPROVAL:

Approve Disapprove _____ Date: _____
Program Head, MBA

Approve Disapprove _____ Date: _____
Dean, School of Business

Approve Disapprove _____ Date: _____
Executive Director for Graduate School

INSTRUCTIONS:

- Student meets with MBA Program Head to review program requirements on reverse of form.
- Because all student aid packages are different, Student must meet with the Financial Aid Office to discuss any impact graduate course enrollment may have on their financial aid eligibility.
- Complete the form and return to MBA Program Head.
- Program Head will review request, approve/deny application and forward as indicated.

Return completed form to: Office of Records and Registration, Edinboro University, Hamilton Hall, 210 Glasgow Rd, Edinboro, PA 16444; records@edinboro.edu; Fax: 814.732.2130; Phone: 814.732.3501

OFFICE USE ONLY:

Updated Initials & Date: _____

c. Dean, Graduate Program Head, Executive Director for Graduate School, Department Chairperson, Advisor, Student

Conditions for the 4 + 1 MBA Program

1. Students may enroll as an MBA 4+1 student under the following conditions:
 - a. Students completes a 4+1 application;
 - b. Student has achieved 75 credits of coursework toward his/her bachelor's degree;
 - c. Student has achieved, and maintained through graduation with student's bachelor degree, a GPA of 3.15 in any program in the School of Business or a GPA of 3.25 or higher in any program in any other School or College at Edinboro University to be admitted and continue enrollment in this program;
 - d. Students can be majoring in any discipline, but must be working toward completing the foundation requirements in the program during their undergraduate experience;
 - e. Student may be admitted to the program without meeting these requirements upon the MBA Program Head and Dean of the School of Business's approval;
2. Student must meet the prerequisites for all graduate courses to which she/he seeks to enroll;
3. Under PASSHE Procedure 2016-25-A, students may take up to 12 credits of MBA coursework at the 600-700 level and count these 12 credits toward both their undergraduate and graduate degrees. Any coursework taken beyond 12 credits must be identified by the student as either undergraduate or graduate and may not be used toward completion of the requirements of both degrees.
 - a. Upon completion of the undergraduate degree, up to 12 credits of graduate coursework will be counted toward the MBA degree. Any graduate credits taken beyond 12 credits will only count toward the undergraduate degree; however, during the final semester of enrollment in the bachelor's degree, the student may enroll in both undergraduate and graduate coursework. To the extent this coursework is NOT used to meet the requirements for undergraduate coursework and exceeds the 12 credits that may be used for both the undergraduate and graduate programs, said coursework will appear only on the student's graduate transcript.
 - b. Students will be able to enroll in no more than FOUR (4) of the following courses, provided they meet the undergraduate prerequisites for the courses to count toward their undergraduate free electives (unless the individual program has adjusted its curriculum otherwise):
 - i. MBA600 History of Management Decision Making
 - ii. MBA610 Manager' Use of Accounting in Decisions
 - iii. MBA620 Empowering Employees' Decisions
 - iv. MBA630 Customers' Decisions in the Marketplace
 - v. MBA640 Suppliers Decisions and Support
 - c. During her/his final semester, students may enroll in additional graduate courses beyond the four that count toward the undergraduate degree; however, any graduate courses enrolled beyond these four will be billed at graduate rates (NOTE: students should consult with financial aid to determine how this might impact financial aid for this semester);

For clarity, to complete an MBA, the student will be required to complete an additional 18 credits of graduate coursework over-and-above credits required to complete the undergraduate degree. Said 18 credits shall include any graduate coursework taken during his/her last semester taken for graduate credit only, as outlined above, with the understanding that the student must consult with financial aid prior to enrolling in graduate courses that semester.