

Change in Program

Graduate business students who wish to change from one graduate business program to another (i.e.: from the MSF to the MBA program) must apply and be accepted into the new program. Students who change programs carry over their GPAs from all previous programs that were taken at the same school level (GB).

Inactive Students

Students who do not enroll in courses for a semester are considered inactive and will have to contact the Registrar's Office before they are able to register for classes.

Leave of Absence

If a campus-based student is not able to enroll in a course for a full year or an online student is not able to enroll in a course for a semester, they should notify the Graduate Business Office to take a leave of absence. If the student does not come back after one year, they will be considered inactive and may be asked to re-apply for the program before re-entry. If an inactive student is readmitted into the program, credits that are older than seven years will not be accepted.

Withdraw from Program

Students who need to withdraw from the program should contact the Graduate Business Office to complete an official program withdraw form. If a withdrawal is effective for a term in which the student is enrolled, the courses will be dropped if the effective date of withdrawal is within the drop/add period. If the effective date of withdrawal is after the drop/add period, course grades will be assigned. If the withdrawal is effective for a future term, all courses for that term will automatically be dropped.