

Request for Graduate Non-Curricular Changes

PLEASE USE THIS FORM FOR ALL NON-CURRICULAR CHANGE REQUESTS (changes in admission requirements or requirements for graduation, changes in or new policies/procedures, changes in program descriptions in catalog, general language changes in catalog.

SIGNATURES may not be required, depending on the nature of the request and from where it originates. Consult Graduate Council chair.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
- 3. The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: BusinessDept/Division: AccountingContact Person: Dr. Jeff ArchambaultPhone: 304-696-2655Rationale
for Request

Due to new government policies that do not allow international students who are provisionally admitted to get an I-20 the LCOB is updating its admission requirements to allow students who need additional foundations courses to be fully admitted to MS in Accountancy program.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.
NOTE: all requests may not require all signatures.

Department/Division Chair <u>Jeffrey J Archambault</u>	Date <u>10/31/16</u>
Registrar <u>Joseph J. Carr</u> <u>520101</u>	Date <u>10-31-16</u>
College Curriculum Committee Chair (or Dean if no college curriculum committee) <u>[Signature]</u>	Date <u>7 Nov 16</u>
Graduate Council Chair _____	Date _____

NOTE: please complete information required on the following pages before obtaining signatures above.

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1. **Current Catalog Description (if applicable):** Please insert the catalog description from the current catalog for entries you would like to change.

Admission Requirements

Applicants should follow the admissions process described in the Graduate Catalog, or at the Graduate Admissions website at www.marshall.edu/graduate/admissions/how-to-apply-for-admission.

Applicants must also:

- Have a business-related bachelor's degree or higher from an AACSB-accredited program with a Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale;

OR

All other applicants may be admitted if they score 500 or better on the Graduate Management Admission Test (GMAT) or if they have an index of at least 1,100 computed by multiplying the undergraduate grade point average by 200 and adding the GMAT score. The minimum acceptable GMAT score is 400 and 15th percentile verbal.

- All applicants must have completed the following accounting foundation courses or equivalents, each with a grade of C or better:

ACC 311 Intermediate Accounting I

ACC 312 Intermediate Accounting II

ACC 318 Cost Accounting

ACC 341 Accounting Information Systems

ACC 348 Federal Taxation

ACC 429 Auditing

2. **Edits to current description:** Attach a PDF copy of the current catalog description prepared in MS WORD with strikethroughs to mark proposed deletions and use the highlight function to indicate proposed new text.

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3. **New Catalog Description:** Provide a "clean" copy of your proposed description without strike throughs or highlighting. This should be what you are proposing for the new description.

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- All students admitted to the program will complete the following undergraduate courses with a C or better. Students who have completed equivalent courses as a part of their undergraduate degree will receive credit for this requirement. Those who have not completed the courses will complete them as a part of the degree requirements.

ACC 311 Intermediate Accounting I

ACC 312 Intermediate Accounting II

ACC 318 Cost Accounting

ACC 341 Accounting Information Systems

ACC 348 Federal Taxation

ACC 429 Auditing

Conditional Admission can be granted for one term if the applicant meets all program requirements for Admission except they have not officially graduated with their bachelor degree. Once the degree is granted the applicant would need to resubmit their official transcripts for full admission.

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Please insert in the text box below your proposed change information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Type of change request:

Department:

Degree program:

Effective date (*Fall/Spring/Summer, Year*)

Type of change request: Noncurricular
Department: College of Business
Degree program: Accountancy
Effective date (*Fall/Spring/Summer, Year*): Fall 2016

Accounting

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- ~~All students must have completed the following accounting foundation courses or equivalents, each with a grade of C or better.~~ All students admitted to the program will complete the following undergraduate courses with a C or better. Students who have completed equivalent courses as a part of their undergraduate degree will receive credit for this requirement. Those who have not completed the courses will complete them as a part of the degree requirements.

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