

Request for Graduate Addition, Deletion, or Change of a Major or Degree

NOTE: Before you submit a request for a new Major or Degree, you must submit an INTENT TO PLAN form. Only after the INTENT TO PLAN goes through the approval process are you ready to submit this request for a new Major or Degree. For detailed information on new programs please see: <http://wvhepcdoc.wvnet.edu/resources/133-11.pdf>.

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one PDF copy without signatures to the Graduate Council Chair.
3. **The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.**

College: LCOB

Dept/Division: Accountancy & Legal Environment

Contact Person: Susan W. Lanham

Phone: 304-696-2666

Degree Program Master of Science in Accountancy

Check action requested: Addition Deletion Change

Effective Term/Year

Fall 20

18

Spring 20

Summer 20

Information on the following pages must be completed before signatures are obtained.

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head <u>Nancy L. Zamboni</u>	Date <u>1/22/18</u>
College Curriculum Chair <u>[Signature]</u>	Date <u>14 Feb 18</u>
College Dean <u>A. Munkhbayar</u>	Date <u>2/15/2018</u>
Graduate Council Chair _____	Date _____
Provost/VP Academic Affairs _____	Date _____
Presidential Approval _____	Date _____
Board of Governors Approval _____	Date _____

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Please provide a rationale for addition, deletion, change: (May attach separate page if needed)

A revision to the Admission Requirements is needed to reduce barriers for entry into the program. The proposed requirements are also more in line with the Admission Requirements into the LCOB's Master of Business Administration program.

Please describe any changes in curriculum:

List course number, title, credit hours. Note whether each course is required or optional. Enter NONE if no change. (May attach separate page if needed)

NONE

1. ADDITIONAL RESOURCE REQUIREMENTS: If your program requires additional faculty, equipment or specialized materials to ADD or CHANGE this major or degree, attach an estimate of the time and money required to secure these items.

NOTE: Approval of this form does not imply approval for additional resources. Enter NONE if not applicable.

NONE

2. NON-DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the request and any response received from them. Enter NONE if not applicable.

NONE

For catalog changes as a result of the above actions, please fill in the following pages.

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3. Current Catalog Description

Insert the *Current* Catalog Description and page number from the latest catalog for entries you would like to change.
(May attach separate page if needed)

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 either have:

1. 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

2. 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 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 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's degree. Once the degree is granted, the applicant would need to resubmit his or her official transcript for full admission.

4. Edits to the 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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5. New Catalog Description

Insert a 'clean' copy of your proposed description, i.e., no strikethroughs or highlighting included. This should be what you are proposing for the new description. (May attach separate page if needed)

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.

• In addition to the requirements for admission to Marshall University's Graduate College, applicants must either have:

1. An undergraduate degree in business from a regionally accredited institution with an undergraduate Grade Point Average (GPA) of 3.0 or higher on a 4.0 scale for all previously completed coursework;

OR

2. Completed ACC 311, ACC 312, ACC 318, ACC 341, ACC 348, and ACC 429 or equivalent with a 3.0 GPA or higher.

OR

3. A score of 500 or better on the Graduate Management Admission Test (GMAT) or an index of 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 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's degree. Once the degree is granted, the applicant would need to resubmit his or her official transcript for full admission.

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

Department:

Major or Degree:

Type of Change: *(addition, deletion, change)*

Rationale:

Department: LCOB Division of Accountancy & Legal Environment

Major or Degree: Master of Science in Accountancy

Type of Change: Change of Admission Requirements

Rationale: A revision to the Admission Requirements is needed to reduce barriers for entry into the program. The proposed requirements are also more in line with the Admission Requirements into the LCOB's Master of Business Administration program.

4. Edits to the Current Description

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.

- In addition to the requirements for admission to Marshall University's Graduate College,
aApplicants must either have:
 1. An undergraduate degree in business-related bachelor's degree or higher from an AACSB-
regionally accredited institution with an undergraduate program with a Grade Point Average
(GPA) of 3.0 or higher on a 4.0 scale for all previously completed coursework;
OR
 2. Completed ACC 311, ACC 312, ACC 318, ACC 341, ACC 348, and ACC 429 or equivalent with a 3.0
GPA or higher.
OR
 - 2.3. All other applicants may be admitted if theyA score of 500 or better on the Graduate
Management Admission Test (GMAT) or if they have an index of 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 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

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