

**UNIVERSITY OF HOUSTON-VICTORIA
SCHOOL OF BUSINESS ADMINISTRATION
MASTER OF BUSINESS ADMINISTRATION DEGREE PLAN**

NAME: _____
 STUDENT NUMBER: _____
 CATALOG YEAR: _____
 DATE OF ADMISSION: _____
 CONDITION(S) OF ADMISSION: _____

FOR OFFICE USE ONLY	
GMATV%	
GMATM%	
GMATT	
ADM. GPA	
INDEX	

	X Fall 2003 or after	Hrs. req'd	Courses/ Subs	COMPLETED			Prerequisites, restrictions and/or remarks	CEM
				Transfer	UHV	Total SCH		
MBA REQUIRED COURSES	ECO 6351	3						
	MGT 6351	3						
	QMS 6351	3					Calculus	
	BUS 6351	3						
	ACC 6351	3						
	MGT 6352	3					MGT 6351	
	ACC 6352	3					ACC 6351 & QMS 6351	
	MGT 6355	3					QMS 6351 & MGT 6352	
	FIN 6352	3					ACC 6351, ECO 6351, & QMS 6351	
	MKT 6352	3					ACC 6351, BUS 6351, ECO 6351, & QMS 6351	
	MGT 6353	3					BUS 6351 & MGT 6351	
	MGT 6354	3					BUS 6351 & MGT 6351	
	MGT 6359	3					All required courses, one of which may be taken concurrently	
	TOTAL	39						
GRADUATE ELECTIVES	Designated:	3						
		3						
		3						
	TOTAL	9	Fall 2003 and after: select 3 hours Designated (ECO or FIN 6361 and above) AND 6 hours Graduate Electives (ACC, ECO, FIN, MGT, MKT, and QMS 6361 and above)					
Total Hrs		48						

**THIS DOCUMENT IS OFFICIAL ONLY WHEN IT BEARS ALL SIGNATURES.
IN SIGNING THIS DEGREE PLAN, I ACKNOWLEDGE THAT I AM AWARE OF AND WILL BE BOUND BY THE FOLLOWING POLICIES:**

- **I am familiar** with the mission and values of this program and agree to be bound by the expectations outlined for me in these statements and in my course syllabi.
- **I am responsible** for meeting any outstanding admissions requirements as well as any conditions that are imposed on my admission, and for completing all orientation and assessment (math, writing, computer skills) requirements for continuing my enrollment.
- **I am responsible** for maintaining high standards of academic honesty and ethical behavior as outlined on my course syllabi each semester, and will be sanctioned for falling below these standards.
- **I will receive** a photocopy of my official degree plan with all signatures that I may use to track my own progress in the program. Should I have questions about my enrollment, I am responsible for contacting my advisor to resolve these questions.
- **I am responsible** for verifying that I have completed the appropriate prerequisites for my courses, and I understand that my instructors have the discretion to administratively withdraw me from their courses should they discover that I have not completed the prerequisites. In this event, I will have no recourse and will not be eligible for a refund of tuition and fees associated with the course.
- **I may receive** credit for no more than two grades of C taken at UHV, and no credit for grades below C.
- **I must have** a grade point average of 3.0 or higher in order to satisfy graduation requirements.
- **At the time of my graduation**, no course on my degree plan may be more than 7 years (84 months) old.
- **I may not take** undergraduate courses or courses outside the School of Business Administration for credit on this degree plan.
- **I may transfer** a maximum of 6 hours of coursework from another institution with the prior written approval of my advisor provided I earn a B or better in such coursework.
- **A face-to-face comprehensive exam and team case competition** are program requirements that must be fulfilled during the semester I take MGT 6359. Dates for these events are posted on the SoBA website several months in advance to assist me in planning my schedule.
- **I am responsible** for applying for graduation by the published deadline for the semester in which I will complete degree requirements.
- **Should I discontinue my enrollment** at UHV for 9 or more consecutive months for reasons other than involuntary military service, this degree plan will be invalid and a new degree plan complying with the current academic year's catalog must be filed.
- **Should degree requirements change** during my enrollment, at the discretion of the dean I may be required to comply with these changes provided that they will not appreciably increase the total credits I must complete to graduate.
- **A satisfactory rate of progress** toward my degree is required throughout my enrollment. The dean may terminate my enrollment at any time if my rate of progress is not satisfactory.
- **Where requirements of my course catalog** are more stringent than the requirements listed on this degree plan, I will be bound by catalog requirements.
- **I am responsible** for visiting the School of Business Administration webpage regularly for important updates, and for ensuring that the School of Business Administration has correct contact information for me at all times.

Drafted by: _____ Date: _____

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Dean Signature _____ Date _____

Institutional Validation (Registrar) _____ Date _____