



With prior approval, students may take management-related electives at other graduate schools and colleges within Boston University.

Before You Apply...

1. Check your Boston University residency requirement:

MBA students must register for and complete a minimum of 40 graduate-level credits (32 for PEMBAs entering Fall 2016 and later) at Questrom

MS-MBA students must complete the following residency requirements (of their 84 credit curriculum) for each portion of their degree: 34 credits of the MBA and 40 credits of the MSIS portion must be taken at Questrom.

2. Be sure to follow the Guest Student policy at the Boston University school or college that you are applying to.

3. Allow plenty of time for the application to be reviewed and processed for the course that you want to take.

4. Only grades of B- or better will count toward the MBA or the MS-MBA credit requirements. Grade will not be factored in to cumulative grade point average.

5. Course offered at Questrom may not be taken as electives elsewhere at Boston University.

To Be Completed By the Student:

Name: _____

BU ID: U _____ - _____ - _____

Academic Advisor: _____

Phone: _____

E-mail: _____

Program of Study: _____

Institution: _____

Course Title (one per application): _____

Course Number: _____ Credits: _____

Date of Proposed Work*: 20__

□ Fall □ Spring □ Summer □ Other: _____

*Note: Approved applications expire at the end of the semester indicated.

Please indicate which program the elective will count towards:

□ MBA □ PNP □ HSM □ MSIS

In order for this application to be considered complete and eligible for review, the following documentation is required to be attached to this form:

- Official course description
□ Course syllabus (current if petitioning for pre-approval; actual if course already taken; syllabus must include class meeting times, course details and schedule, textbooks, and supplementary readings)
□ A brief explanation of how this course fits into your educational objectives

To Be Completed By the Department Official

Faculty Director: _____ Department: _____

□ Request approved as an MBA General Elective Course □ Request denied as an MBA General Elective Course

Reasons/Comments: _____

Faculty Signature: _____ Date: _____

For Graduate Academic & Career Development Center Use Only

Application submitted to the Graduate Academic & Career Development Center on: _____

Recorded in DB on: _____ Updated on TR15: _____ Filed On: _____ Student e-mail sent on: _____

Notes: