## Hampton University – The Graduate College

**APPLICATION FOR ADMISSION TO CANDIDACY FOR DEGREE COMPLETION**
**Business Administration – 5th Year (BSA5)**
*Only fully complete forms will be processed when submitted before the application deadline.*

I wish to apply for candidacy and graduation.  I am applying at least 6 months (but no more than 1 year) prior to my expected graduation date, have met all admission requirements, have a cumulative GPA of 3.0 or higher, and do not have any incomplete course work.

_____  _____          _____
Clearly **print** your full name as it should appear on the diploma (**limit to three names**)Student ID Number          Email Address

_____          _____
Local Address (Street, City, State, Zip Code)                     Permanent Address (Street, City, State, Zip)

Masters of Business Administration_____          _____          _____
Degree                                                          Hometown (City, State, Country) for Commencement Program          Telephone Number

<u>S</u>pring     <u>S</u>ummer     <u>F</u>all     Year:          _____
Expected month and year of graduation                          Previous degrees earned (University, Degree, Year)
(**Circle one** and **include year**)

Use your unofficial transcript (HUnet) to complete the Degree Plan of Study below.  Identify the term (Fall = F, Spring = S, Summer = Su) and year for which a course was/will be taken and the grade received.  Indicate substitutions in the appropriate column with the course and number.  Put a check mark (√) in the appropriate column if a course is transfer credit or waived.

| Degree Plan of Study | | | Cr | Term | Grade | Substitute* | Transfer* | Waived* |
|---|---|---|---|---|---|---|---|---|
| Required Courses: 26 credits | | | | | | | | |
| LAP | 615 | Leadership Application Seminar | 1 | | | | | |
| MBA | 511 | Graduate Internship | 1 | | | | | |
| MBA | 600 | Logistics and Transportation | 3 | | | | | |
| MBA | 601 | Quality and Supply Chain | 3 | | | | | |
| MBA | 610 | Research and Analysis | 3 | | | | | |
| MBA | 630 | Legal Environment of Business | 3 | | | | | |
| MBA | 681 | Organization Theory and Practice | 3 | | | | | |
| MBA | 690 | Business Policy and Strategy | 3 | | | | | |
| MBA | 620 | Commodity & Futures Trading**OR** | 3 | | | | | |
| MBA | 608 | Advanced Topics/Info Systems | | | | | | |
| Required Courses: 8 credits (may be taken at undergraduate level the semester prior to graduate enrollment) | | | | | | | | |
| LAP | 525 | Leadership Application Management | 2 | | | | | |
| MBA | 503 | Financial Statement Analysis | 3 | | | | | |
| MBA | 506 | Investment Analysis & Portfolio | 3 | | | | | |
| Elective Courses: 6 credits | | | | | | | | |
| MBA | | Graduate Elective | 3 | | | | | |
| MBA | | Graduate Elective | 3 | | | | | |

*The appropriate forms must be filed to receive credit for course substitutions, transfer credit and waivers.     **Total Credits: 37**
I understand that I may not deviate from the Degree Plan of Study without permission from the Dean of the Graduate College.

_____          _____
Student's Signature                                                          Date          Program Coordinator's or Dept. Chair's Signature          Date

**DEGREE PLAN:** Plan A (Thesis) ____Plan B (Comprehensive Examination) ___ Not Applicable ___

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**For Official Use Only**

Met Admission Requirements:      _____
Cumulative GPA:                  _____          ☐ Approved          ☐ Denied          ☐ Hold & Resubmit
Incomplete Coursework:                  _____
Comprehensive Examination: _____                          Reason for denial: _____
                                                                          _____