

Application Deadlines*

May Graduation – Nov. 1

Aug. Graduation – Mar. 1

Dec. Graduation – June 1

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

Spring Summer Fall 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

For Official Use Only

Met Admission Requirements: _____

Cumulative GPA: _____

Incomplete Coursework: _____

Comprehensive Examination: _____

Approved Denied Hold & Resubmit

Reason for denial: _____

Graduate Counselor's Signature

Date

Graduate College Dean's Signature

Date