MSM Combined Bachelor’s/Master’s Degree Planning Sheet

UFID             Last Name          First          MI

Current # Credits Earned (Include AP, IB, and Dual Enrollment)  Total credits expected to earn by start of MSM

UF Cumulative GPA  UG (undergraduate) Major  College  Expected Date Earn Bachelor’s

STUDENTS: REVIEW INSTRUCTIONS CAREFULLY TO ENSURE PROPER COMPLETION OF THIS FORM

Eligibility and Required Signatures

• Students may apply to the MSM program during the semester in which they will earn 90 credit hours (including AP, IB, dual enrollment, and transfer credits).
• Students must have a minimum 3.2 UF cumulative GPA by the start of the MSM program.
• Students may “double-count” up to a maximum 12 graduate credits towards the Bachelor’s and Master’s degrees, with UG department approval. See chart page 4.
• Students may take additional graduate credits that may only count towards the Master’s degree, with UG department approval. See chart page 4.
• If students cannot “double-count” credits, they may take a maximum of 15 credits that will count only toward the Master’s degree. See chart page 4.
• Students may transfer a maximum of 15 credits taken in undergrad to the Master’s degree. See chart page 4.
• Students must earn the Bachelor’s degree before they can complete the Master’s degree. They cannot earn both degrees during the same semester.
• Students must earn a “B” grade or better in order to transfer graduate credits to the Master’s degree. All graduate coursework grades (double-counted or not) will be included in the UG GPA.
• Students are responsible for determining how the Combined Option will impact excess hour surcharge $$$, Bright Futures, Pre-Paid Tuition and other UG degree requirements.
• Admission to the Combined Option does not constitute admission to the UF Graduate School. In the final UG semester, students must apply to graduate with their Bachelor’s degree. After that, they must apply to the UF Graduate School and must meet the Graduate School’s admissions requirements:
  o Earn a bachelor’s degree with a GPA of 3.0 or above;
  o Complete the Grad School application and pay application fee by posted deadline;
  o No conduct flags that disqualify them from graduate admission
  o Must submit the Information for Residency Classification
• UG Major Department Advisors must sign this form. If you are a CLAS student, a CLAS Advisor must also sign this form.
• Pages 1, 2 and 3 are required as part of the Combined Option application packet. Failure to fill out the form correctly or completely may result in a delay for an admission decision.
• Email the completed form to msm@warrington.ufl.edu.

I have read and understand the above information:

____________________________________________________      ___________________________
Student Signature                                  Date

____________________________________________________
UFL/Gatorlink email address (print clearly)
TO BE COMPLETED BY UNDERGRADUATE ADVISORS:

Please fill out items 1 – 5. **Pages 1, 2 and 3 of this form are a required part of the application packet** for the Master of Science in Management (MSM) Program. Please refer to page 4 which includes information to assist with the eligibility of a student to double-count credits. Only Graduate courses may be double-counted.

**STUDENTS AND ADVISORS NOTE:** If there are no MSM course credits that are eligible to count toward the undergraduate degree requirements, **they are still eligible to take up to 15 graduate credits that will count only toward the master's degree** (with UG departmental approval). ***The student will NOT be considered an “official” combined degree student but will be treated as such by the MSM department.***

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**Students:** With the assistance of your undergraduate advisor, list below all of your unmet undergraduate requirements by semester starting with your current term. We will determine the number of MSM credits that could be taken each module based on this information.

<table>
<thead>
<tr>
<th>Term &amp; Year</th>
<th>Credits</th>
<th>Term &amp; Year</th>
<th>Credits</th>
<th>Term &amp; Year</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course number</td>
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**UNMET DEGREE REQUIREMENTS**

1) **Total number of elective credits remaining which can be fulfilled with graduate business courses? _____ credits.**

2) **From the list on the right, choose the description of the UG Course requirement for which the graduate business courses will be counting. List the corresponding number of credits.**

   *(Example below in shadow)*

<table>
<thead>
<tr>
<th>UG Course Requirement</th>
<th>(Double-Counting)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>e.g. Elective outside major</td>
<td>6</td>
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</tbody>
</table>

- Major course elective
- Elective outside of major
- Credits toward 120 credit minimum
- 3000 level above elective
- Minor course elective
- **Major course substitution (list specific courses in section 3)**
3) List any specific major or minor course which can be substituted with graduate business courses. Refer to page 4 for MSM Core Curriculum courses. *For most majors this does not apply, so you can skip.*

(Example below in shadow)

<table>
<thead>
<tr>
<th>UG Course Requirement</th>
<th>Credits</th>
<th>MSM Course 1</th>
<th>Credits</th>
<th>MSM Course 2</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>e.g. Economics elective</td>
<td>4</td>
<td>ECO5715</td>
<td>2</td>
<td>ECO6049</td>
<td>2</td>
</tr>
</tbody>
</table>

4) **Department / Major Approval:** *(must be obtained first)* Check only one item below.

- Student is approved to pursue combined degree option to double-count graduate coursework.
- Student does not have any credits to double-count, but may take up to 15 credits to count only toward MSM.

______________________________
UG Advisor Name
______________________________
UG Advisor Signature
______________________________
Date

UG Advisor email address

5) **CLAS MAJOR STUDENTS ONLY APPROVAL:** CLAS major students must obtain CLAS advising signature as well. *(obtain after department signature)* Check only one item below.

- Student is approved to pursue combined degree option to double-count graduate coursework.
- Student does not have any credits to double-count, but may take up to 15 credits to count only toward MSM.

______________________________
CLAS Advisor Name
______________________________
CLAS Advisor Signature
______________________________
Date

CLAS Advisor email address
# Combined Credit Allocation Chart

## DOUBLE-COUNTING CREDITS TOWARD BACHELOR’S & MSM

<table>
<thead>
<tr>
<th>Credits Only Counting Toward MSM</th>
<th>Max # of Graduate Credits Before Bachelor’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>12*</td>
<td>15</td>
</tr>
<tr>
<td><strong>max # of credits allowed to double-count</strong></td>
<td><strong>Not classified as a combined degree because credits are not double-counting. Graduate courses will only count toward MSM.</strong></td>
</tr>
<tr>
<td>11</td>
<td>15</td>
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<tr>
<td>10</td>
<td>15</td>
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<tr>
<td>9</td>
<td>15</td>
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<td>15</td>
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<td>15</td>
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<td>15</td>
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<td>15</td>
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<td>15</td>
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<td>2</td>
<td>15</td>
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<td>1</td>
<td>15</td>
</tr>
<tr>
<td>0</td>
<td><strong>max # of credits allowed if not double-counting</strong></td>
</tr>
</tbody>
</table>

## MSM CURRICULUM

Please refer to [https://apps.warrington.ufl.edu/graduatecourseschedule/#/program/MSM](https://apps.warrington.ufl.edu/graduatecourseschedule/#/program/MSM) for the ‘LIVE’ course schedule for MSM students.

<table>
<thead>
<tr>
<th>32</th>
<th>Total Credits</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>*NOTE: All MSM Courses, with the exception of GEB5212/5215, are 2 credits.</td>
</tr>
</tbody>
</table>

## CORE

- **22 credits**

  **Core courses designed for students without prior business knowledge**
  - ACG5005  Financial Accounting
  - ACG5705  Managerial Accounting
  - BUL5811  Law, Ethics & Organizations
  - ECP5702  Managerial Economics
  - FIN5437  Finance 1: Asset Value Risk Return
  - GEB5212  Professional Writing (1 credit)
  - GEB5215  Professional Communication (1 credit)
  - MAN5246  Organizational Behavior
  - MAN5502  Production & Operations Management
  - MAN6636  Global Strategic Management
  - MAR5806  Problems in Marketing Management
  - QMB5304  Introduction to Managerial Statistics

## ELECTIVE

- **10 credits**

  **Use Electives to Tailor your MSM Experience**
  - Choose business electives from subject areas such as entrepreneurship, finance, information systems & operations mgmt., and international business.
  - Study abroad (optional)
  - Take graduate-level, non-business electives (up to 9 credits)