

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:
 - Earn a bachelor's degree with a GPA of 3.0 or above;
 - Complete the Grad School application and pay application fee by posted deadline;
 - No conduct flags that disqualify them from graduate admission
 - 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.***

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.

Term & Year _____	Credits	Term & Year _____	Credits	Term & Year _____	Credits
<i>Course number</i>					

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)

UG Course Requirement (Double-Counting)	Credits
<i>e.g. Elective outside major</i>	<i>6</i>

- 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)

UG Course Requirement	Credits	MSM Course 1	Credits	MSM Course 2	Credits
<i>e.g. Economics elective</i>	<i>4</i>	<i>ECO5715</i>	<i>2</i>	<i>ECO6049</i>	<i>2</i>

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	CREDITS ONLY COUNTING TOWARD MSM	MAX # OF GRADUATE CREDITS BEFORE BACHELOR'S
12* <i>*max # of credits allowed to double-count</i>	3	15
11	4	15
10	5	15
9	6	15
8	7	15
7	8	15
6	9	15
5	10	15
4	11	15
3	12	15
2	13	15
1	14	15
0	15** <i>** max # of credits allowed if not double-counting</i>	15** **Not classified as a combined degree because credits are not double-counting. Graduate courses will only count toward MSM.

MSM CURRICULUM

Please refer to <https://apps.warrington.ufl.edu/graduatecourseschedule/#/program/MSM> for the 'LIVE' course schedule for MSM students.

	32	Total Credits
		<i>*NOTE: All MSM Courses, with the exception of GEB5212/5215, are 2 credits.</i>
CORE	22 credits	<p><i>Core courses designed for students without prior business knowledge</i></p> <p>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</p>
ELECTIVE	10 credits	<p><i>Use Electives to Tailor your MSM Experience</i></p> <p>Choose business electives from subject areas such as entrepreneurship, finance, information systems & operations mgmt., and international business.</p> <p>Study abroad (optional)</p> <p>Take graduate-level, non-business electives (up to 9 credits)</p>