

Request for Admission to Upper Division
School of Business
Fax: (956) 882-5805 or Email: maggie.arriaga@utb.edu

Full Name: _____ UTB ID Number: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

Email Address: _____

BBA (BACHELOR OF BUSINESS ADMINISTRATION) in:

Accounting Entrepreneurship International Business

Management Marketing Other (list major) :

THE REQUIREMENTS FOR APPROVAL OF ADMISSION TO UPPER DIVISION

The student must meet both of the following criteria, NO EXCEPTIONS:

1. The student must have earned, or be within 6 hours of earning the AA.BA (Associate of Arts in Business Administration). These already 'earned' credits must appear on the UTB transcript.
2. The student must have a minimum of 2.5 G.P.A. in the AA.BA (Associate of Arts in Business Administration).

PLEASE NOTE:

1. An appointment will be scheduled after you turn in your AUD form to discuss the status of your application.
2. If you are currently taking classes to complete requirements for AUD, your AUD application will NOT be considered until grades are posted on your UTB transcript and you would have to reapply.

*** * * ONCE APPROVED, YOU WILL HAVE A ONE-TIME \$50.00 FEE APPLIED TO YOUR NEXT TUITION * * ***

Student Signature

Date

FOR OFFICIAL DEPARTMENT USE ONLY:

Admitted to Upper Division: Yes No

Student notified by: telephone email office visit

SCOB Advising Personnel Signature

Date