

**Application to Create Student Initiated Dual Degree Program (MBA/MSCM)**

**Instructions:** Obtain approval from each school's designated representative(s) and return completed form to Office of Academic Services, Ross School of Business, 701 Tappan, Room W3700.

Term of Application to Dual Program: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle I.: \_\_\_\_\_

UMID Number: \_\_\_\_\_ Email: \_\_\_\_\_

Programs that will make up this Student Initiated Dual Degree:

**MBA** MBA Admit Term: \_\_\_\_\_ Currently enrolled in program? \_\_\_ Yes \_\_\_ No

**MSCM** MSCM Admit Term: \_\_\_\_\_ Currently enrolled in program? \_\_\_ Yes \_\_\_ No

Other Unit's Degree and Program: \_\_\_\_\_

Other Unit's Admit Term: \_\_\_\_\_ Currently enrolled in program? \_\_\_ Yes \_\_\_ No

Number of maximum credit hours allowed to double count (as agreed upon by advisors in both programs):  
# of cr. hrs. \_\_\_\_\_ MBA Advisor's initials \_\_\_\_\_ Other Unit Advisor's initials \_\_\_\_\_

**Signatures of Approval:**

\_\_\_\_\_  
Ross Academic Services Dual Degree Advisor Date

\_\_\_\_\_  
Other Unit's Program Chair/Advisor Date

\_\_\_\_\_  
Other Unit's Representative (if required) Date

I have read the requirements for this program as set forth on the reverse side of this form and in the *Bulletins* of the schools/colleges involved and wish to enter the dual degree program described above.

\_\_\_\_\_  
Signature of Student Applicant Date

## Student Initiated Dual Degrees at the Ross School of Business

### Overview

Historically for MBA students at the Stephen M. Ross School of Business, the pursuit of a dual degree has only been possible through participation in one of our 20+ [established dual degree programs](#). We are now expanding this opportunity, providing the option for MBA students to pursue a dual degree with any other *approved* graduate/professional program throughout the University of Michigan-Ann Arbor. These students would pursue two graduate degrees simultaneously, working toward a “Student Initiated Dual Degree.”

Approval of one's proposed plan is not guaranteed, and each student plan must follow specific rules as laid out below. Applicants interested in the student initiated dual degree program must file separate applications to and be admitted by both programs independently. One has to apply to the second degree program within the first year of being a matriculated student in the initial degree program, if the first program a one-year- or two-year-long program (or during the first half of their first program if it exceeds two years).

Student initiated dual degree programs, which are reviewed on a case by case basis, must be approved by the two program departments (application available in Ross' Academic Services Office). On the Business School's side, this approval process will be handled by the Dual Degree Advisor in the Office of Academic Services. In addition, programs affiliated with the Rackham Graduate School might need to also be approved by Rackham Academic Records and Dissertations (OARD).

### Degree Requirements

Students admitted to this dual degree program must complete degree requirements on both sides. Degrees must be awarded simultaneously. Completion of both colleges' requirements results in two different degree citations on the transcript and in two separate diplomas.

An MBA Student Initiated Dual Degree is made up of:

- 1) MBA degree program requirements, including:
  - A **minimum of 45 Business Administration credits**, consisting of:
    - The (roughly) 30 credit hour MBA core (no credit is awarded for Business Administration core courses successfully waived: credit must be earned with Business electives; see [MBA Bulletin for specific core requirements](#));
    - Roughly 15 elective hours in Business Administration;
    - MBA Communication Requirement.
- 2) All degree requirements for the other graduate/professional program must also be met. List of required courses to be set & approved by program advisor.

Dual degree programs provide streamlined curricular arrangements for students to earn both degrees. Some “double-counting” of courses/credits will likely occur. For each dual program **there will be a maximum number of credits that may be “double counted”** (number varies by program; to be agreed upon by the two programs' advisors). No more than one-sixth (1/6) of the total combined required credits may be double counted. See Dual Degree advisor at Ross for details; Rackham students may refer to the [Rackham Student Handbook](#) for further details.

A year-by-year academic plan of the individual's curriculum is required. Student will work with advisors on both sides to lay out appropriate coursework for the student initiated dual degree. (See *Student Initiated Dual Degree Curriculum Planning Form* to plan curriculum.)

### Registration

For most programs, students will register one academic year entirely under one school and a second academic year entirely in the other school. In the third year (fourth, etc., if applicable), students combine courses from both schools. Students should see an advisor to determine an appropriate plan of study.

Each semester, students must be enrolled for *all* classes under just one school's registration segment in Wolverine Access (*regardless of the courses taken*).

Students must register for courses under the Bus Ad registration segment in Wolverine Access (and therefore pay the Business School tuition) for a minimum of 3 semesters. Evening students should register for at least 45 credits worth of courses under Business Administration.

### Degree Completion

Students are responsible for scheduling meetings with advisors in both programs to track progress toward graduation.

Students must apply for graduation from each school, along with completing any other required documents. (Rackham students must be sure to submit the ‘Dual/Joint Degree Programs’ form in their final term.)