

**Accelerated Bachelor's/Master's Program**  
**Department of Computer Information System**  
**Middle Tennessee State University**  
**Admission Checklist**

- ❑ Step 1: Make sure you meet the criteria for admission
  - You have completed a minimum of seventy-five (75) credit hours in your undergraduate program (including advanced placement credits)
  - You have at least two full-time semesters of undergraduate coursework remaining at the time of application
  - If you're a transfer student, you must have completed a minimum of two semesters as a full-time student at MTSU
- ❑ Step 2: Complete the Departmental Application Form and return to the CIS department office (BAS N331)
- ❑ Step 3: Upon notification of acceptance, make an advising appointment with your undergraduate and graduate program advisors to map out your course of study and determine when you will complete your undergraduate degree
  - Complete undergraduate upper division form listing graduate courses that will be double-counted
  - Complete graduate program of study graduate program advisor
  - Sign ABM memorandum of understanding
- ❑ Step 4: Apply to the MTSU College of Graduate Studies. When selecting your admission term, select the term ***when you will formally enter your graduate program***. This should be the next term in which you plan to enroll **after** you complete your undergraduate degree.

Computer Information Systems advisors for the ABM Program:

- Undergraduate Program
  - Charles H. Apigian, PhD. – [Charles.Apigian@mtsu.edu](mailto:Charles.Apigian@mtsu.edu) - 6.15.898.2375
- Graduate Program
  - W. Jeff Clark, PhD. – [Jeff.Clark@mtsu.edu](mailto:Jeff.Clark@mtsu.edu) - 615.898.2838