Memorandum of Understanding
Accelerated Bachelor of Business Administration/Master of Business Administration
Department of Management
Jones College of Business
Middle Tennessee State University

As a student participating in an Accelerated Bachelor’s/Master’s (ABM) program at MTSU, I understand the following:

Retention and Graduation Requirements:
- Students must complete required bachelor’s degree courses prior to entering the master’s program.
- Students must receive a grade of “B” (3.0) or better in double counted graduate courses. Courses with a grade below “B” (3.00) (including “B-” (2.67)) cannot be counted toward the graduate degree requirements.
- If a student completes his or her bachelor’s requirements with a cumulative GPA of less than 3.25/4.00, he/she is no longer eligible to double count credit hours and is automatically terminated from the ABM program. When a student is dismissed from a program, the Graduate Program Director must inform the student in writing with a copy of the letter delivered to the College of Graduate Studies. For Business Administration, a copy of the letter must also be delivered to the Jones College of Business Advising Office.
- No more than twelve (12) hours of graduate work may be counted toward the requirements of both degrees.
- Students who do not follow the approved program of study may become ineligible to continue in the ABM program.
- A student who is ineligible to participate in the ABM program cannot double count any courses for both bachelor’s and master’s degrees.
- A student who withdraws from the ABM program cannot double count any courses for both bachelor’s and master’s degrees.
- Students who pursue the ABM in Business Administration must complete the BBA, Business Administration.
- The BBA in Business Administration requires a business minor. The BBA in Business Administration incorporates the coursework for an Economics and Finance minor; if a student chooses another business minor, the program may require additional credit hours.

Withdrawal from ABM Program:
- A student in an ABM program may withdraw at any time by informing the undergraduate and graduate program directors in writing. A copy of the letter of withdrawal must be sent to the College of Graduate Studies; in Business Administration, a copy must also be sent to the Jones College of Business Advising Office. Once a student withdraws from an ABM program, he/she is ineligible to subsequently re-enter that ABM program.

I, the undersigned student, understand the requirements, rules, and regulations of the ABM program in Business Administration and agree to abide by these requirements, rules, and regulations as a condition of admission into the ABM in Business Administration program.

________________________________________
Student’s Signature

________________________________________
Student’s Printed Full Name

________________________________________
Graduate Director’s Signature

Date