

## Undergraduate Admissions to the College of Business 2016-2017 Catalog

### Interested in becoming a business major?

Admission to the Bachelor of Business Administration (B.B.A.) majors in the College of Business is competitive and based upon academic performance. You must first qualify as a pre-business student and complete a series of courses before you can be evaluated for admittance to the College of Business and declare your business major. The size of the newly admitted class is decided by the College each semester and is determined by the available enrollment capacity, and the size and quality of the application pool. Therefore, admission to the UTSA College of Business is not guaranteed.

### How do I become a Pre-business major?

To qualify as a pre-business (PRB), a student must:

1. have successfully completed evaluation under the Texas Success Initiative (TSI) and
2. qualify for enrollment in the following:
  - a. MAT 1033 (Algebra with Calculus for Business or a higher level mathematics course) and
  - b. WRC 1013 (Freshman Composition I or higher)

Students who do not meet the above criteria will be classified as undeclared (UND) until they are college ready in math and English. Undeclared (UND) students may not register for College of Business (COB) courses until they qualify to be PRB.

### What is the Gateway Course for the College of Business?

Students pursuing a B.B.A. degree must successfully complete MAT 1033 (Algebra with Calculus for Business) with a C- or better in no more than two attempts. A student who is unable to successfully complete this course within two attempts, including dropping the course with a grade of "W" or taking an equivalent course at another institution, will be required to change his or her major outside of business.

**Qualifying as pre-business does not guarantee admission to the major.  
 Admission to the College of Business is competitive and not guaranteed.**

#### Business courses begin with the following prefixes:

<b>ACC</b>	Accounting	<b>MOT</b>	Management of Technology	<b>GBA</b>	General Business Administration
<b>BLW</b>	Business Law	<b>IS</b>	Information Systems	<b>MS</b>	Management Science
<b>ECO</b>	Economics	<b>MGT</b>	Management	<b>STA</b>	Statistics
<b>FIN</b>	Finance	<b>MKT</b>	Marketing	<b>RFD</b>	Real Estate Finance & Development
<b>ENT</b>	Entrepreneurship	<b>FM</b>	Facility & Property Mgt	<b>SET</b>	Sports Event Tourism

To be considered for admission to the College of Business a pre-business student must complete the 7 required courses (21 credit hours) with a minimum of C- or better. Remember, admission is not guaranteed. To be competitive, earn the best possible grades in all of your courses. A pre-business student must:

Complete 2 non-business courses with a C- or better.

MAT 1033/MAT 1214 <sup>1</sup>	3 hours
<u>WRC 1013</u>	<u>3 hours</u>
<b>Total:</b>	<b>6 hours</b>

Complete 5 required business courses at UTSA from List 1 (15 business credit hours) with a C- or better.

**List 1 COB Courses**

ECO 2023	3 hours
IS 1403	3 hours
ECO 2013	3 hours
ACC 2013	3 hours
<u>MS 1023/STA 3003<sup>2</sup></u>	<u>3 hours</u>

**Total: 15 business hours**

If any of the 5 business courses from List 1 were completed at another institution, then a student **MUST** take as many courses as needed from List 2 to satisfy the 15-hour rule.

**List 2 COB Courses**

ACC 2033	3 hours
FIN 3014	4 hours
GBA 2013	3 hours
IS 3003	3 hours
MGT 3003	3 hours
MGT 3013	3 hours
MKT 3013	3 hours
MS 3043/ STA 3513 <sup>3</sup>	3 hours
MS 3053	3 hours

## 15-Hour Rule

Students will be evaluated for admission at the end of the semester in which they complete their 15th Business hour at UTSA. At that time, students must have completed the 7 required courses (2 non-business and 5 business courses) and be evaluated based on their UTSA and COB GPAs. Students will have one chance to be evaluated for admission once they earn 15 business hours at UTSA. The UTSA GPA includes courses taken only at UTSA. The COB GPA includes business courses taken only at UTSA.

- Students who earn 15 business hours at UTSA without completing List 1 forfeit their chance to be evaluated for admission to the College of Business and they must choose another major outside of business. No exceptions.
- Students who are not admitted to the college in the semester they are evaluated will be changed to Undeclared and must seek another major.
- Once a student is admitted into the College of Business as a declared major, he/she will only be exited if they are DISMISSED from UTSA. Dismissed students may not return to the College of Business for an undergraduate degree.
- To graduate, students must still earn a minimum 2.00 UTSA, COB and Major GPA.
- Students will be subject to the 2016-2017 COB ADMISSIONS STANDARDS regardless of catalog beginning in spring 2016.

<sup>1</sup> MAT 1214 Calculus I for majors in Actuarial Science

<sup>2</sup> STA 3003 Applied Statistics for majors in Actuarial Science

<sup>3</sup> STA 3513 Probability & Statistics for majors in Actuarial Science

## Understanding the 15 hour Rule

**1. What is the 15 hour rule in the College of Business?**

Students will be evaluated for admission to the College of Business at the end of the semester in which they complete their 15th business hour at UTSA or once you have taken your 5<sup>th</sup> business course at UTSA.

Remember at that time, students must have completed the required 5 business courses from List 1 and the 2 non-business courses. Once students hit their 15<sup>th</sup> business hour at UTSA and satisfy the 7 required courses, students will be ranked by their UTSA GPA and College of Business GPA. GPAs from other institutions have no weight in the decision.

**2. I am a freshmen and I have dual credit and/or AP credit for one of the required courses designated on List 1. Will this affect my evaluation for admission to the College of Business?**

If any of the required business courses have been completed at another institution, students must take additional, specific business courses at UTSA from List 2 in order to meet the 15-hour rule. Focus on completing courses from List 1 before moving to List 2.

**3. I am working on completing courses from List 1 but would like to take one of them during summer school at another institution. Will this affect my evaluation for admission to the College of Business?**

Yes, it will! Students can take the equivalent courses from List 1 at another institution during summer school. However, students must take additional, specific business courses at UTSA from List 2 in order to meet the 15-hour rule. Remember, that the semester that a student completes 15 business hours at UTSA, all 7 required courses must be completed.

**4. I am missing only one business course from the required courses on List 1 and would like to take a business course from List 2 during the same semester. I will have completed 18 business hours at UTSA at the end of the semester; will this affect my evaluation to the College of Business?**

Students can take courses from List 2 during the same semester as List 1 if and only if at the end of the semester students will have completed every single course as required for evaluation (7 courses: 2 non-businesses and 5 business courses). A student who does not complete the required 7 courses when he/she earns the designated UTSA COB 15 semester credit hours will forfeit the opportunity to be admitted to the College. There will be no exceptions and the student will have to seek a major outside of business.

**5. What happens if I earn 15 business hours at UTSA but I do not complete the required courses?**


A student who does not complete the required courses when he/she earns the designated UTSA COB 15 semester credit hours will forfeit the opportunity to be admitted to the College. No exceptions. The student will have to seek a major outside of business.

**Pre-business student example:** Rowdy is a first-time freshman wanting to study finance. Rowdy is in his third semester at UTSA and has been meeting with his advisor to stay on track. Rowdy completed some of the required courses as dual credit while in high school and later at summer school from another institution after his first year at UTSA.

Complete the following or equivalent non-business courses with a C- or better (6 semester credit hours)	Completed/ In progress at UTSA	Transferred in from another institution
MAT 1033 Algebra with Calculus for Business (MAT 1214 Calculus I for majors in Actuarial Science)	B (3 hours) Fall 2015	
WRC 1013 Freshman Composition I		A (3 hours) Spring 2014
<b>List 1 Business Courses</b> Complete the following or equivalent 5 business courses with a C- or better (15 semester credit hours)	Completed/ In progress at UTSA	Transferred in from another institution
ECO 2023 Introductory Microeconomics	A (3 hours) Fall 2015	
IS 1403 Business Information Systems Fluency		A (3 hours) Spring 2014
ECO 2013 Introductory Macroeconomics		A (3 hours) Summer 2016
ACC 2013 Principles of Accounting I	B (3 hours) Spring 2016	
MS 1023 <sup>4</sup> Business Statistics with Computer Applications I <i>Prerequisites:</i> MAT 1033 & IS 1403	B (3 hours) Spring 2016	
Did you complete your 15 <sup>th</sup> business hour <u>at UTSA</u> this semester?	<b>9 business hours</b>	
<p><b>No. Continue to take all courses from List 1 if needed. Remember the 15 hour rule!</b> If you completed any of the <u>5 business courses</u> from List 1 at another institution, you will have to take additional business courses at UTSA to meet the 15 hour rule that triggers evaluation. See <b>List 2</b> and write the additional business courses you plan to take to meet the <b>15 hour rule</b>.</p>		
<b>List 2 Business Courses</b>		
GBA 2013 Social and Ethical Issues in Business	A (3 hours) Fall 2016	
IS 3003 Principles of Information Systems for Management	B (3 hours) Fall 2016	
ACC 2033 Principles of Accounting II	B (3 hours) Fall 2016	
	<b>9 business hours</b>	
Did you complete your 15 <sup>th</sup> business hour <u>at UTSA</u> this semester?	<b>18 total Business Hours</b>	
<p>Yes. Rowdy knows that once he hits 15 business hours at UTSA, he will be evaluated. He has worked hard to earn A's and B's in all his classes and also made sure he completed all 7 courses as required by COB. He understands that pre-business students will be ranked each semester by UTSA GPA and College of Business GPA. GPAs from other institutions have no weight in the decision.</p> <p>    <u>  3.5  </u> UTSA GPA for all UTSA coursework            <u>  3.3  </u> COB GPA for all UTSA College of Business coursework</p>		

<sup>4</sup> STA 3003 Applied Statistics for Actuarial Science majors

Please use the checklist below to see if you are on track.

Complete the following or equivalent non-business courses (6 semester credit hours):	Completed/ In progress at UTSA	Transferred in from another institution
MAT 1033 Algebra with Calculus for Business (MAT 1214 Calculus I for majors in Actuarial Science)		
WRC 1013 Freshman Composition I		
<div style="background-color: black; color: white; padding: 2px;">List 1 Business Courses</div> Complete the following or equivalent 5 business courses (15 semester credit hours)	Completed/ In progress at UTSA	Transferred in from another institution
ECO 2023 Introductory Microeconomics		
ECO 2013 Introductory Macroeconomics		
IS 1403 Business Information Systems Fluency		
ACC 2013 Principles of Accounting I		
MS 1023 <sup>5</sup> Business Statistics with Computer Applications I -- <i>Prerequisites:</i> MAT 1033 & IS 1403		
<b>Total UTSA Business hours:</b>		
<p>Did you complete your 15<sup>th</sup> business hour <u>at UTSA</u> this semester?</p> <p>Yes. You will be evaluated by the College of Business.</p> <p>No. Continue to take all courses from List 1. <b>Remember the 15 hour rule!</b> If you completed any of the <u>5 business courses</u> from List 1 at another institution, you will have to take additional business courses at UTSA to meet the 15 hour rule that triggers evaluation. See <b>List 2</b> and write the additional business courses you plan to take to meet the 15 hour rule.</p> <div style="background-color: black; color: white; padding: 2px; display: inline-block;">List 2 Business Courses</div> <div style="text-align: center; margin-top: 5px;">↓</div>		
<b>Total UTSA Business hours:</b>		
<p>In the semester the student <b>completes 15 semester credit hours in business at UTSA</b>, the student will be evaluated for admission. Students will be ranked each semester by UTSA GPA and College of Business GPA. GPAs from other institutions have no weight in the decision.</p> <div style="display: flex; align-items: center;">  <div> <p>_____ UTSA GPA for all UTSA coursework</p> <p>_____ COB GPA for all UTSA College of Business coursework.</p> </div> </div>		

<sup>5</sup> STA 3003 Applied Statistics for Actuarial Science majors

## **Frequently Asked Questions on Undergraduate Admissions to the College of Business 2016-2017 Catalog**

### **1. What is the Gateway Course for the College of Business?**

Many UTSA majors have designated certain courses as Gateway Courses. Gateway Courses are generally courses that are necessary for students to progress through their chosen major and are usually those courses which contain material in which a student needs a clear-cut comprehension in order to be successful in completing other course requirements for the major.

Students pursuing a B.B.A. degree must successfully complete MAT 1033 (Algebra with Calculus for Business) in no more than two attempts. A student who is unable to successfully complete this course within two attempts, including dropping the course with a grade of "W" or taking an equivalent course at another institution, will be required to change his or her major outside of business.

### **2. Why does the COB have a separate admissions policy?**

The College of Business (COB) wants to give all students who wish to study business a chance to join the College. At the same time, more students wish to study business than the college has resources. To provide the highest quality faculty and services, the College must limit the number of students who are admitted into the College of Business.

### **3. Do most Business Schools have admissions policies?**

All competitive business schools have rigorous admissions policies. Remember, declaring your major is equivalent to being admitted to the College of Business.

### **4. How does the new admissions policy work for new freshmen?**

The new admissions policy begins in fall 2015. Pre-business students must complete a total of 21 credit hours (7 required courses) of which 15 are business hours. It gives students the chance to complete 1 specific math course, 1 specific writing course and 5 specific business courses (see List 1) for a total of 7 required courses. These must be completed as the first 15 business hours at UTSA. In the semester the student completes 15 semester credit hours in business, the student will be evaluated for admission. Students will be ranked each semester by UTSA GPA and College of Business GPA. GPAs from other institutions have no weight in the decision.

### **5. I am a freshmen and I have dual credit and/or AP credit for one of the required courses designated on List 1. Will this affect my evaluation for admission to the College of Business?**

If any of the required business courses have been completed at another institution, students must take additional, specific business courses at UTSA from List 2 in order to meet the 15-hour rule. The 15-hour rule says that in the semester that a pre-business student completes the 15 business hours at UTSA, he/she will be evaluated for admission to the College of Business.

### **6. How does the new admissions policy work for Transfer students?**

As of fall 2015, all students seeking admission to the College of Business, including transfer students must meet the admission requirements of the College of Business. Pre-business students must complete a total of 21 credit hours (7 required courses) of which 15 are business hours. If any of the required business courses have been completed at another institution, transfer students must take additional specific business courses at UTSA from List 2 in order to meet the 15-hour rule. In the semester that a pre-business student completes the 15 required UTSA business hours, he/she will be evaluated for admission to the College of Business.

### **7. Do I need to submit an application to be evaluated for admission?**

There is no application process. In the semester the student completes 15 semester credit hours in business *at UTSA*, the student will be evaluated for admission. Students will be ranked each semester by UTSA GPA and College of Business GPA. Students will be notified of their admission status through their preferred email address as designated in the university system.

### **8. How many students will be admitted every semester?**

Each semester the college will assess how many slots are available based on the resources available. The number will vary each semester. For reference, under the prior admissions criteria 67% of pre-business students were admitted on average to the COB in the years 2010-2014.



**9. What GPA will qualify me for admission to the College of Business?**

Students should devote their efforts to earning the best grades possible so they can be ranked as high as possible. For historical reference: students who met the COB admissions criteria in spring 2014 had an average COB GPA of 3.04 and a UTSA GPA of 3.0.

**10. I am taking business classes at UTSA in the summer term and will complete 15 business hours. When will I be evaluated?**

There are several summer sessions during the summer period (examples: 5 week session, 10 week session) at UTSA. Evaluation for COB admission occurs at the end of the summer term. Academic standing will be updated at that time. If you will hit your 15<sup>th</sup> business hour during the summer, make sure that you complete the 7 required courses and that your UTSA and COB GPAs are in great shape.

**11. What can I do to maximize my chances of being admitted to the COB under the new admission policy?**

Earn the best grades possible by devoting yourself to your studies. Make sure that you complete the 7 required courses by the time you complete your 15<sup>th</sup> business hour and that your UTSA and COB GPAs are in great shape. Academic performance is the key to admission.

**12. What happens if I am not admitted to the COB under the new COB admission policy?**

Students who are not admitted to the COB must choose any major outside of the COB for which they qualify. Students will be changed from Pre-business (PRB) to Undeclared (UND) and must choose a major other than a business discipline.

**13. Do I get a second chance if I am not admitted the first time?**

Each student receives one chance for admission.

**14. What happens if I earn 15 business hours at UTSA but I do not complete the required courses?**

A student who does not complete the required courses when he/she earns the designated UTSA COB 15 semester credit hours will forfeit the opportunity to be admitted to the College. No exceptions. The student will have to seek a major outside of business.

**15. Can I avoid being evaluated if I feel like my grades aren't competitive?**

No. When a student completes the 15 business hours at UTSA, he/she will be evaluated by the College.

**16. Can I change my major to avoid being evaluated?**

If a student earns 15 UTSA business hours and changes his/her major, the student forfeits the right to be considered for Admission to the College of Business.

**17. If I am not admitted, can I appeal the decision?**

Only students who have severe, extenuating, and verifiable circumstances may appeal. We expect these appeals to be rare. Some examples of a severe situation include: severe illness requiring hospitalization and/or medical care of significant duration or immediate military deployment. Verifiable situations are ones that can be independently confirmed by an authoritative source like a physician. The college will confirm the veracity of all documentation.

**18. If I am not admitted I won't know what else to study; I only want to study business. Is there any way I can get back in?**

Earn high grades and you will be a competitive candidate for admission. If you are not admitted, the truth is you don't have to study business to have a career in business. Focus on building the skills that business needs most. These include problem solving and critical thinking. Lots of majors can help you build these skills.

**19. Once I am admitted, can I be exited from the College of Business?**

Students will not be exited from the College of Business EXCEPT if they are dismissed from UTSA once they are declared business majors. Declared business students dismissed from UTSA may not return to the COB for an undergraduate degree. Upon return to UTSA, they must select a major outside of business. No exceptions.

**20. Can I register for major restricted classes before being admitted to the College of Business?**

No. Students will only be able to register for major restricted courses once they have been admitted to the College of Business. No exceptions.