

Request Business Course to be used as a Non-Business Elective

Applicable to students who started at Marquette in Fall 2019 and beyond.

A maximum of one business course can count towards a student's elective requirements. Students have to complete 12 credits (ACCO majors) or 18 credits (non-ACCO majors) of non-business electives, but one business course (maximum 3 credits) can approved as an open elective. The open elective can be used for a business elective outside of a declared major, including internship for credit or a study abroad course.

Submit form after class has been completed with a final grade, unless during a student's final semester at Marquette University. A handwritten form will not be accepted. Turn in this form for review to the College of Business Administration Dean's Office in DS101 or via email to Sara.Koenig@marquette.edu.

Section 1: Student Information

Name:

Last Name

First Name

Middle

Email:

MUID:

MU Start Term:

Declared Business Major(s):

Section 2: Class Information

Business course type your request fits:

**Business elective
outside of a declared
major**

Internship for Credit

Study Abroad Course

Other, please explain:

Section 3: Business Course Information

I wish to count the following business course as an open elective within my non-business requirement totals:

Subject (e.g. BUAD)

Course Number (e.g. 4931)

Section 4: Student Signature and Form Submission to College of Business Administration

I understand that I must sign with an ink pen for my student signature

Student Signature: _____

Date:

I understand that I must submit this form to the College of Business Administration

Section 5: College of Business Approval

Name of College Representative/Title:

Date:

Signature of College Representative: _____