

MBA Request for Credit for Undergraduate Language Coursework

To request permission to take an undergraduate language course at the University of Michigan for credit toward your MBA degree, please complete this form and submit it to Academic Services.

Credit for undergraduate language courses is awarded on a 2 for 1 credit basis; e.g., a 4 credit undergraduate language course would earn 2 graduate credits *if* the student has earned a course grade of **B** or better. A maximum of 6 graduate credit hours may be earned through undergraduate language study. These credit hours are not included in calculation for academic honors.

Student Name: _____ Email _____ Date _____

Student ID Number: _____ Term of Class _____

Language Course: _____
Course Subj & Catalog Number *Title* *Credit Hours*

NOTE: Students may not repeat for credit a language class which they took in prior terms or years at the University of Michigan.

Please list the title and credit hours of non-business courses you have completed or are currently completing:

FOR OFFICE USE ONLY

Undergraduate record reviewed for prior language class _____

Graduate record reviewed for non-business course work _____

Request approved _____

Request denied _____ Reason: _____

Student informed (date) _____

Staff Signature _____ Date _____