

Test and Transfer Credit Guide (Summer 2023)

Welcome to Michigan Ross! As you begin this exciting journey, we encourage you to take a proactive approach to monitoring your high school AP, IB, and dual-enrollment credits, in order to ensure that they are applied to your University of Michigan Undergraduate Business Administration record in an accurate and timely manner.

Ross First-Year Students

Ross First-Year Students are students who enter the Ross School of Business directly from High School. This does not include Preferred Admission students, or students who transfer into Ross as Sophomores.

The BBA program will apply a maximum of **30.0** transferable credits (both test and transfer) earned prior to the start of the BBA program toward the 120.0 credits required for the BBA degree, even if a student has earned more than this. Individual courses may be applied to general degree requirements, such as distribution and the 54 non-business credit requirement beyond this 30.0 credit hour cap.

First semester Ross BBA First-Year students should consult with their academic advisor to fill out a test credit removal request form if they wish to remove test credit. The test credit removal request form must be filled out and submitted by 11:59pm Eastern time on February 28th of a BBA First-Year student's first Winter term. For requests received after this date and time, any test credit applied to the student's record will not be removed. Any transfer credit applied to a student's record will not be removed.

Courses with In-Person Requirements

Prior to the Winter 2020 term, certain courses required in-person verification in order to be eligible to transfer. This included all Math, Economics, Chemistry, and Physics courses. In-person verification is typically met with a syllabus from the course from the semester in which it was taken. This syllabus must be submitted as a PDF file to bbacrediteval@umich.edu before any coursework external to the University of Michigan, completed prior to Winter 2020, will be evaluated for transfer credit.

Please note, this does not apply to test credit, credit taken at the University of Michigan Ann Arbor, or coursework that has already been successfully applied to a student's record under a different Academic Career at the University of Michigan Ann Arbor.

Important: Effective Winter 2020 and beyond, classes taken outside of UM Ann Arbor that were previously required to be taken in-person in order to be eligible for transfer will be accepted in an online format. Courses must already be evaluated by UM for eligibility to transfer, and students are encouraged to submit a Transfer Credit Preliminary Evaluation form prior to registering for any non-UM coursework. **All other transfer credit policies, as outlined in the [BBA Bulletin](#) and the [Transfer Credit page on iMPact](#) still apply.**

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Dual-Enrollment While in High School

Ross allows transferable dual enrollment credits to count toward BBA requirements. Ross will review dual enrollment credit for transfer credit and will post accepted courses to a student's U-M transcript. This includes all dually enrolled courses taken at accredited institutions of higher education, regardless of format or location. Students should work with their academic advisor to determine how transfer credits work toward their degree requirements.

Important!

- Students are responsible for notifying their Academic Advisor and the Ross Registrar's Office of any potential dual-enrollment credits that may be outstanding.
- All Business credit is non-transferable.
- Any transfer credit applied to a student's record will not be removed.

Test Credit

The receipt, processing, and posting of AP, IB, and A-level credits are handled exclusively by the University of Michigan Office of Undergraduate Admissions. Please visit their website for more information: <https://admissions.umich.edu/apply/freshmen-applicants/ap-ib-credit>

AP Credit

Ross School of Business awards AP credit hours according to LSA Guidelines, and accepts a maximum of 30.0 credit hours completed prior to the start of a student's first year (inclusive of test and transfer credit) towards the BBA degree. If you have not yet submitted your AP scores to the University of Michigan, please visit the College Board website for information regarding additional score reports. U-M code is 1839.

IB Credit

To receive credit for International Baccalaureate (IB) examinations, an official transcript of examination grades must be officially sent by the IB Office, directly to the Office of Undergraduate Admissions. Please note, OUA only awards credit for IB Higher Level examinations.

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How can AP, IB, and Dual-Enrollment credit be used?

Some credit earned prior to the start of the BBA program (AP credit, IB credit, and dual-enrollment credit from colleges and universities earned while in high school) may be eligible to count towards your college credits!

If transferred, these types of credits will count towards your overall CTP (credits towards program), and may help you to receive an earlier registration time as you progress through the BBA program. IB credits and dual-enrollment credits may be eligible to fulfill certain Distribution requirements (please see your academic advisor), the 54 non-Business credit requirement, and can count as prerequisites for courses that you may want to take at the University of Michigan.

Can AP, IB, and Dual-Enrollment credit affect Financial Aid?

It is important to note that the University of Michigan Ross School of Business has different tuition rates for lower (First-Year and Sophomore) and upper (Junior and Senior) division students. You can find more information about these rates on the Michigan Ross website at: <https://michiganross.umich.edu/programs/bba/tuition-financial-aid>

Class standing is determined by the total number of credits earned toward a degree:

- First-Year:** Fewer than 25 credits
- Sophomore:** 25 through 54 credits
- Junior:** 55 through 84 credits
- Senior:** 85 credits or more

Are my credits guaranteed to transfer?

No, but you can check to see what will! The Ross School of Business follows the transfer equivalency guidelines set by the College of Literature, Science, and the Arts and the Office of Undergraduate Admissions.

Guidelines for AP and IB test credit may be found: <https://admissions.umich.edu/apply/freshmen-applicants/ap-ib-credit>.

Dual-Enrollment transferability can be determined using the Transfer Equivalency Database:
<https://transfercredit.ugadmiss.umich.edu/>

Important: If a course is not listed on the Transfer Equivalency Database, you are encouraged to request an evaluation by submitting a Transfer Credit Equivalency (TCE) Request to the Office of Undergraduate Admissions:
https://www.ugadmiss.umich.edu/TCE/Student/CT_TCEForm.aspx

Removal of Test and Transfer Credit

Per the BBA Bulletin (<https://www2.bus.umich.edu/MyiMpact/academics/michigan-ross-student-bulletins>):

- First semester Ross BBA First-Year students should consult with their academic advisor to fill out a Test Credit Removal Request form before 11:59pm (eastern), February 28th of their first Winter semester if they wish to remove test credit.
- Any test credit applied will not be removed if the request is received after this date and time.
- Any transfer credit applied to a student's record will not be removed.