

Effective Term \_\_\_\_\_

## Application for Admission to School of Business



Name \_\_\_\_\_

Date of Application \_\_\_\_\_

Street Address \_\_\_\_\_

Dragon ID Number \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

### School of Business Admission Policy

**Admission** to the School of Business enables students to register for upper-level business courses. Admission requires a **student-initiated application** and approval of the admission application by the Chair of the School of Business. The student's admission application must provide evidence that:

1. The student's overall GPA is at least 2.25 at the time of application for admission. (The GPA calculation for purposes of admission will include all MSUM courses and all courses accepted by MSUM in transfer).
2. The student has either completed 60 semester credits or is currently enrolled in the 60<sup>th</sup> credit.
3. The student has completed (or is currently enrolled in) the following MSUM related requirements or equivalent courses accepted by MSUM in transfer:
 

Accounting 230 & 231	Computer Science 104	Economics 202 & 204
English 101 & 102	Mathematics 229 & 234	CMST 100
Psychology 113 or Sociology 110		
4. The student has signed and attached the School of Business Integrity Oath Acknowledgement. \_\_\_\_\_

### Please answer the following questions:

Have you completed or are you currently enrolled in your 60<sup>th</sup> semester credit? \_\_\_\_\_

What is your MSUM GPA? \_\_\_\_\_ What is your transfer GPA? \_\_\_\_\_ Cumulative MSUM and transfer GPA is \_\_\_\_\_

Have you completed or are you currently enrolled in the following pre-business courses?

	MSUM Circle Yes/No	Transfer Institution/Course Number (Advisor: Attach a copy of the signed Course Substitution/Waiver Form to this application)	Credits Earned	Grade (If enrolled currently write "IP")
Acct 230	Y N			
Acct 231	Y N			
CSIS 104	Y N			
Econ 202	Y N			
Econ 204	Y N			
Engl 101	Y N			
Engl 102	Y N			
Math 229	Y N			
Math 234	Y N			
Psy 113 or Soc 110	Y N			
CMST 100	Y N			

Total semester credits completed \_\_\_\_\_

Business Major \_\_\_\_\_

Integrity Oath Acknowledgement Attached  Initials \_\_\_\_\_

Application Approved  Initials \_\_\_\_\_

\_\_\_\_\_  
Student Signature Date

Application Denied  Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
Advisor Signature Date

**MINNESOTA STATE UNIVERSITY MOORHEAD  
SCHOOL OF BUSINESS  
INTEGRITY OATH**

As a student who has met the requirements for Admission to the School of Business, I believe in fostering an academic environment where competition is fair, integrity is promoted, and academic dishonesty is punished. As a member of the Minnesota State University Moorhead academic community, I voluntarily pledge my support for knowing and abiding by Minnesota State University Moorhead's Student Policies, found in the Student Handbook and reproduced below, that exemplify ethical behavior in the academic setting.

**Academic Honesty**

The University expects all students to represent themselves in an honest fashion. In academic work, students are expected to present original ideas and give credit for the ideas of others. The value of a college degree depends on the integrity of the work completed by the student. When an instructor has convincing evidence of cheating or plagiarism, the following actions may be taken: assign a failing grade to the assignment in question, or assign a failing grade for the course in which the student cheated. For informational purposes, instructors may choose to report the offense, the evidence, and their action to the Dean of their college, or the Vice President for Academic Affairs. If the instructor (or any other person) feels the seriousness of the offense warrants a different or additional penalty, the incident may be reported to the Student Conduct Committee through the Student Support Services Office. The Student Conduct Committee will follow procedures set out in the Student Conduct Code. After its review of the case, and a fair and unbiased hearing, the Student Conduct Committee may take disciplinary action if the student is found responsible (see Student Conduct Code for details). A student who has a course grade reduced by an instructor because of cheating or plagiarism, and who disputes the instructor's finding, may appeal the grade, but only by using the Course Grade Appeal Policy, which states that the student must prove the grade was arbitrary, prejudicial, or in error.

Unethical behavior in the academic setting includes, but is not limited to, cheating, plagiarism, and computer misuse, which are defined below:

The term "**cheating**" includes, but is not limited to:

- use of any unauthorized assistance in taking quizzes, tests, or examinations; or
- dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or
- the acquisition, without permission, of tests or other academic material belonging to a member of the University faculty or staff; or
- the advertisement, solicitation, or sale of term papers or research papers.

The term "**plagiarism**" includes, but is not limited to:

- the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment; or
- the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

The term "**computer misuse**" is theft or other abuse of computer hardware, or software, including but not limited to Minnesota statutes (609.87, 609.89):

- unauthorized entry into a file, to use, read, or change the contents, or for any other purpose; or
- unauthorized transfer of a file; or
- unauthorized use of another individual's identification and password; or
- use of computing facilities to interfere with the work of another student, faculty member, or University official; or
- use of computing facilities to send obscene or abusive messages; or
- use of computing facilities to interfere with normal operation of the University computing system; or
- theft or damage to computer equipment, software, electronic mail, or computer process.

**MINNESOTA STATE UNIVERSITY MOORHEAD  
SCHOOL OF BUSINESS INTEGRITY OATH  
ACKNOWLEDGEMENT**

In conjunction with my Application for Admission to the School of Business, I hereby acknowledge that I:

- have read the School of Business Integrity Oath; and
- agree to abide by its ethical behavior standards; and
- accept the consequences for failing to adhere to its ethical behavior standards.

I understand that my Application for Admission to the School of Business is conditional upon my agreement to abide by the ethical behavior standards set forth in the School of Business Integrity Oath.

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Student Name (printed)

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Date

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Student Signature