Application Instructions for Admission into Upper Division

Thank you for your interest in pursuing a degree from the David Eccles School of Business. Following are instructions for application to the School of Business Upper Division. Please review the information carefully to ensure your application receives full consideration.

Deadline

May 27, 2011 for Fall 2011 registration

To receive full consideration, students should submit applications on or before the deadline. Late applications will be considered on a space-available basis. Applications received after September 1, 2011 will not receive consideration.

Transfer students should apply for admission to the University of Utah four weeks in advance of the School of Business deadline in order to ensure receipt of a Summary of Transfer/Special Credit report, which is required for this application.

Admission Criteria

Admission into upper division is restricted by student capacity in the School of Business. Applicants are evaluated on the basis of coursework completed, grades, and the strength and nature of the applicant pool. The average GPA of recently admitted students is a 3.5. Middle 50% of recently admitted students have a 3.4-3.7 GPA.

Students must complete the following University of Utah coursework (or equivalent transfer credit) to receive full consideration. Students who are taking the last of the following courses in Fall 2011 should apply for Spring admission to upper division by Oct 6, 2011. That application is not yet available.

MATH 1050 or Math 1090
IS 2010
BUS 1050
ECON 2010 or BUS 2010
ACCTG 2600 or ACCTG 2010
OIS 2340

Admission policies apply to all prospective students without regard to race, color, religion, national origin, sex, age, status as a disabled individual, sexual orientation, gender identity/expression and status as a Protected Veteran.

Save the Date

Students admitted to upper division are expected to attend upper division orientation on June 22, 2011 from 5-6:30 pm. Please save the date to ensure your attendance.

6/1/2011
Application Instructions

1) Print a University of Utah Unofficial Transcript from the Campus Information System.

2) Obtain a “Summary of Transfer/Special Credit” from the University of Utah Admissions Office. This is only applicable to students with transfer credit. This is not the summary of transfer credit found on DARS.

3) Print and note on a copy of an unofficial transcript reflecting any college coursework in progress that would not be reflected in the above-mentioned documents. This is only applicable to students taking coursework somewhere other than the University of Utah.

4) Complete the Application for Admission into Upper Division.

5) If there are special circumstances which the admissions committee should consider, prepare an explanation of no more than one page.

6) Attach any and all applicable documents from Steps 1-5 and mail to:

Undergraduate Admissions Hand-deliveries will also be accepted if enclosed in a sealed
David Eccles School of Business envelope and marked to the attention of Undergraduate
1645 East Campus Center Drive Admission. Deliver to Kendall D. Gaff Building (KDGB)
Salt Lake City, UT 84112 Reception Desk during normal business hours.

Decision Notification

Students who submit a complete application will be notified of the admission decision at their University of Utah email address. Students admitted to upper division prior to June 22, 2011 are expected to attend upper division orientation on June 22, 2011 from 5-6:30 pm. Please save the date to ensure your attendance.

Questions?

Campus Help Desk (for uNID) (801) 581-4000 option 1

University of Utah Admissions Office (for Summary of Transfer/Special Credit) (801) 581-7281

University College Academic Advising (801) 581-8146

School of Business Academic Advising (to make an appointment with an academic advisor) (801) 581-7853

School of Business Undergraduate Admission (for questions regarding your application) (801) 581-5593

6/1/2011
Application for Upper Division

Full Name ______________________________

uNID (required) ____________________________

Phone ______________________________

I am seeking admission for
____ Fall 2011 registration

Degree (students must choose one):
_____ Bachelor of Arts (BA) in Business
_____ Bachelor of Science (BS) in Business

Grade in the following courses (or their equivalent):
_____ MATH 1050 or Math 1090
_____ IS 2010
_____ BUS 1050
_____ ECON 2010 or BUS 2010
_____ ACCTG 2600 or ACCTG 2010
_____ OIS 2340

_____ Cumulative University of Utah GPA (from unofficial transcript)
_____ Cumulative University of Utah GPA Units (from unofficial transcript)

_____ Cumulative Transfer GPA (from University of Utah Summary of Transfer/Special Credit Report)
_____ Total Course Units (from University of Utah Summary of Transfer/Special Credit Report)

Attach the following:
- University of Utah Unofficial Transcript printed from Campus Information System.
- Summary of Transfer/Special Credit from the University of Utah Admissions Office, if applicable. (This is not the summary of transfer credit found on DARS.)
- Transcript reflecting any college coursework not reflected on University of Utah Unofficial Transcript or Summary of Transfer/Special Credit, if applicable.
- Optional Statement regarding special circumstances, if applicable.

I declare the information reported on this form and all supporting documentation, to the best of my knowledge and belief, is true, correct, and complete. The David Eccles School of Business has my permission to verify the information reported. I understand I am expected to attend Upper Division Orientation on June 22, 2011 in order to be formally coded into Upper Division. I understand my decision will come over my Umail account.

Student Signature & Date __________________________________________________________

Mail to:
Undergraduate Admissions
David Eccles School of Business
1645 East Campus Center Drive
Salt Lake City, UT 84112

Hand-deliveries will also be accepted if enclosed in a sealed envelope and marked to the attention of Undergraduate Admission. Deliver to Kendall D. Gaff Building (KDGB) Reception Desk during normal business hours.

6/1/2011