



**Thank you for your interest in the School of Business at Southern Illinois University Edwardsville. This document contains information about the School of Business Admission process (pages 2 and 3) and the table of courses (page 4) which you should take while completing your program at your community college. Please print this document and review it. If you have any questions, please contact Business Student Services on the Edwardsville Campus in Founders Hall, room 3301, phone 618-650-3840.**

**All students must apply to the School of Business to major in any of the following:**

- Accounting
- Business Administration
- Computer Management & Information Systems
- Economics and Finance

**Admission to the School of Business is selective.** Only applicants who meet selection criteria are admitted. Increasingly, we have experienced strong applicant pools and the process can be very competitive. Students can increase their chances of being selected by maintaining a GPA above 3.0 and carefully adhering to all application procedures.

**Who can apply?** Students who have completed all of the following steps are eligible to submit an application to the SIUE School of Business. (Normally, students apply for entrance into the School of Business during their sophomore year.)

**Eligibility requirements to apply to the School of Business:**

- Apply to SIUE and be admitted to the University.
- Ensure that official transcripts from all community colleges and other four-year institutions have been sent to and received by the Service Center at:  
 SIUE Service Center  
 Registrar's Office  
 Box 1080  
 Edwardsville, IL 62026-1080
- Minimum GPA necessary for consideration is 2.25 on a 4.0 scale. Please note that the grade point averages of applicants admitted to the School of Business are generally well above this minimum.
- For summer applicants, students must pass **all of the following 12 prerequisite courses** with a grade of "C" or better by the end of the preceding spring semester.
- For fall applicants, students must pass **10 of the following 12 prerequisite courses** with a grade of "C" or better by the end of the spring semester with the **remaining two** to be completed by the end of the preceding summer term.
- For spring applicants, students must pass **all of the following 12 prerequisite courses** with a grade of "C" or better by the end of the preceding fall semester.
- Prerequisite courses (C or higher required in each course)**

English 101	Economics 112
English 102	Accounting 200 (Accounting majors need a "B" or higher)
Speech 104 or 105	History 111B (or approved substitute)
Philosophy 106 or Math 106 or IME 106	Political Science 112
Computer Management and Info. Systems 108	Math 120 or higher level mathematics (e.g. Pre-calc, Calc)
Economics 111	Management Science 250

## SIUE School of Business Application Procedures

The application form is available from the School of Business Student Services Office, Founders Hall, room 3301, or from <http://www.siue.edu/business>. Applications are available beginning two months prior to the application deadline. Application deadlines are February 1 for summer and fall admission and September 15 for spring admission. If the deadline falls on a Saturday or Sunday, applications will be accepted through close of business on the following Monday. The School of Business Student Services Office is not open on Saturday or Sunday.

Please follow the application process described on the application.

Go to <http://www.siue.edu/business/prospective/undergrad.shtml> for information about pre-business courses acceptable for transferability. If your school is not on the list, contact the **School of Business Student Services Office (phone: 618-650-3840)** with questions regarding transferability and equivalency of business course work completed at other institutions.

**Within 45 days of the application deadline**, you will be notified of your status by letter. Remember to check your mail. We may also e-mail you if we have questions, so please check your e-mail regularly.

**Attendance at orientation is mandatory.** All new business majors are required to attend our “Strategize for Success” session -- an opportunity for new business majors to become familiar with people, policies, and planning techniques that have proven helpful to our students. Those failing to attend orientation will have their School of Business admission revoked and will not be allowed to enroll in 300- or 400-level business courses.

### The following should be noted regarding admission decisions:

- Our intention is to admit students who demonstrate the greatest likelihood of success.
- Decisions are based primarily on the student’s performance in collegiate level work and the required essay which must be appropriate and written at a collegiate level to be considered for admission.
- Other factors that may be considered in the admission decision include (but are not limited to) number of prerequisite courses completed at the time of application, courses taken, pattern and trend of grades, institutions attended, co-curricular activities, contribution to the diversity of the student body, as well as career or work related experience.
- Admission is competitive and not all students who apply will be admitted.
- While applicants must have at least a 2.25 to be considered, the average GPA of applicants who have been admitted in recent semesters has been 3.0.
- Students not accepted by the School will not be allowed to register for 300-level business courses.

## Transfer Business Prerequisite Courses

Students intending to transfer to SIUE's School of Business should carefully choose their courses based on the information provided below and through their academic advisors. If additional information is needed, please contact a Business Advisor at SIUE. Courses with an asterisk (\*) must be completed with a grade of C or higher.

<b>SIUE Course</b>	<b>Highland Community College Course</b>
English 101*	ENGL 121*
English 102*	ENGL 122*
Speech Communications 104* or 105*	SPCH 191* (or 192*)
Philosophy 106*	PHIL 283*
Computer Management and Information Systems 108*	INFT 180*
History 111b*	HIST 142* (or 244* or 246*)
Political Science 112*	POL 152*
Math 120*	MATH 166*
Economics 111*	ECON 111*
Economics 112*	ECON 112*
Accounting 200*	ACCT 213*
Accounting 210*	ACCT 214*
MS 250*	(MATH 172*)
Management Science 251*	BUSN 221*
Science Course with a Laboratory Experience	Student's Choice
Literature Course	Student's Choice

### Notes Regarding Transferring

Courses listed above which are housed in departments outside the School of Business do not constitute an articulation for the particular SIUE course.

Substitute courses are listed parenthetically.

When two courses at a community college are required to meet the SIUE requirement, the courses are joined with an ampersand (&).

Students are encouraged to consult with their advisor when choosing Lab Science and Literature courses.

Students must meet all program requirements even if they have earned an Associate of Arts or Associate of Science degree.

Students should not take Finite Mathematics. It does not substitute for Math 120 or MS 250.

If students have completed MATH 172 with a grade of C or higher, then MATH 166 is not required.

If students transfer before completing MATH 172 and they have not completed MATH 166, they will be required to take both MATH 120 and MS 250 at SIUE.

The School of Business accepts lower division courses (100 and 200-level) taken at other institutions only as lower division courses (100 and 200-level). Students who take 100-or 200-level courses in subjects comparable to a 300-level course at SIUE will not be allowed to substitute, waive or replace 300-level courses with 100-or 200-level courses.

At least 50 percent of a students business courses must be taken at SIUE to earn a degree.

Additional questions regarding School of Business programs and admission to the School of Business should be addressed to:

School of Business Student Services  
Southern Illinois University Edwardsville  
Box 1186  
Edwardsville, IL 62026-1186  
Phone: 618 650 3840