

Non-Minor Course Petition

POLICY

Declared Business Management Minor students are allowed to petition to have coursework from outside the Carlson School MBA Program contribute to their minor requirements. All students wishing to take non-minor approved courses must request permission prior to registering for the course. Courses must be graduate level within the University of Minnesota – Twin Cities and not contributing to their major program requirements. Courses at the 4xxx level and below will not be approved. Registration must be on the A-F grading basis. If approved, the course credits can be used towards the student’s minor. Courses that are generally not approved include language and physical education classes.

**Return this form
By email to MBA
Student Affairs:**
mbasa@umn.

On campus at:
MBA Programs Office
1-110 Carlson School
321 19th Ave South
Minneapolis, MN 55455

DIRECTIONS

- Complete this form.
- Attach a course description or syllabus for the course(s) you are petitioning.
- Write a rationale for why you want to take the course(s) (e.g. how it will enhance your minor).
- Submit the form to the MBA Programs Office. Return information is listed above.

1. Student Background Information							
University ID	First Name	Last Name			Email Address		
2. Non-MBA Courses (can petition multiple courses using one form)							
A	Term, year	Course subject, number (Ex: PUBH 6502)	5-digit class number	Section	Course Title	Credits	Online?
B	Term, year	Course subject, number (Ex: PUBH 6502)	5-digit class number	Section	Course Title	Credits	Online?
3. Rationale (attach additional pages if needed)							
4. Course Description							
Check box if a course description or syllabus is provided for the course(s) <input type="checkbox"/>							
5. Certification							
I read and understood the non-MBA course policy and am requesting review of this petition.							
Signature						Date	

Internal Tracking

Decision:
Reason: