



MBA
PROGRAM
PROVIDENCE COLLEGE

**Providence College School of Business
MBA Program Non-Matriculated Student Application**

The PCSB MBA Program offers students an opportunity to complete up to two courses on a non-matriculated basis subject to the approval by the MBA Program Director.

To take courses as a non-matriculated student, an individual must meet the following requirements:

- 1) Completion of an undergraduate bachelor's degree
- 2) Have achieved an undergraduate cumulative GPA of greater than 2.70/4.00

Students who have met the minimum requirements must complete a non-matriculated student application form. The MBA Program will review non-matriculated student applications and course requests approximately one week prior to the start of the new term or after orientation. If your application is accepted, registration for MBA courses occurs, on a first come first serve basis, approximately one-week prior to the start of the new term. In addition, non-matriculated students will need to demonstrate business proficiency and meet prerequisites as applicable. Priority will be given to students who have completed an application for the MBA Program.

Please note, grades received in MBA courses by non-matriculated students may be used as part of the application for admission into the MBA Program and if admitted, may be used towards a student's MBA GPA. Please be aware that graduate students are required to maintain a cumulative GPA of 3.0 on a 4.0 scale.

To be reviewed, complete the attached form and send official transcripts from all institutions attended.



**Non-Matriculating
MBA Course Registration Form**

Date: _____

Term: _____

Please note that this form must be accompanied by your official transcript(s) and be received in the MBA Office no later than two weeks before the start of the applicable semester.

Name: _____ Banner ID: _____
Last First Middle Initial (if applicable)

Birth Date: _____/_____/_____ Email Address: _____
Month Day Year

Gender: Male Female Social Security Number: _____ (FOR TAX PURPOSES ONLY)

Address: _____
Street City State Zip Code

Telephone Numbers: _____
Home Cell Business

Race & Origin (circle): African American Native American/Alaskan Native Asian Hispanic White/Non-Hispanic Other

Citizenship (circle): U.S. Citizen International/Non Immigrant Permanent Resident

Please answer the following questions: (circle Yes or No)

Have you ever taken courses at Providence College? No Yes When? _____/_____/_____

Do you plan on receiving educational benefits from the Veteran's Administration? No Yes

Do you have an application submitted to the PC MBA? No Yes If no, do you intend on applying? No Yes

Are you in a Graduate program at another institution? No Yes Which Program: _____
 OR

Are you a current Undergraduate Student? No Yes Where? _____

If you answered yes to either of these, can you confirm that you are in good academic standing at the other institution? No Yes

Have you submitted Official Undergraduate Transcripts to the MBA Office? No Yes

Why do you want to take an MBA course? _____

Semester	Dept	Course Description	Course Number	CRN	Course Charge	# of Credits	I verify prerequisite is satisfied <i>Initial box below</i>

Special Payment Status: Faculty/Staff Grad. Assistant Religious/Clergy Financial Aid Tuition: \$ _____

By signing this form, I understand, as a non-matriculating student, I must adhere to the PC graduate catalog and MBA guidebook policies.

Signature: _____

Date: _____