

SPECIAL STATUS STUDENTS

Non-Degree-Seeking Undergraduates

The following is the policy of the Department of Accounting on non-degree-seeking undergraduates.

1. We do not allow non-degree-seeking students to take accounting courses beyond Principles I and Principles II.
2. We will not waive non-degree-seeking students into other upper-level accounting courses.

Non-Degree-Seeking Graduate Students

The following is the policy on non-degree-seeking students wishing to take graduate classes:

1. There are only two paths for taking graduate courses in accounting. You must either be admitted to the MACY program or be admitted as a *Special Graduate Student*.
2. To be admitted as a *Special Graduate Student*, you will need a 3.0 overall GPA, a 3.0 upper-level accounting GPA, and GMAT percentiles of 30% or higher in the verbal and quantitative components.
3. We do not waive students into graduate courses.
4. The courses must be approved by the Graduate Advisor of Record (GAR)

Enrolling in Graduate Courses while an Undergraduate

The Department of Accounting policy for students requesting permission to take graduate courses while an undergraduate is that

1. The student must be an **exceptional** undergraduate student. **Exceptional** undergraduate student is defined as a student with an overall grade point average of 3.0 or higher and an accounting grade point average of 3.0 or higher.
2. The student is within 12 hours of graduation and is in the semester of graduation.
3. The student may not take an accounting graduate course for undergraduate credit unless all available undergraduate accounting courses are closed.
4. The student must obtain permission from the student's Advisor, Instructor, Department Chair (Dr. Sharad Asthana), and Associate Dean of Graduate Studies for the College of Business (Dr. Pamela Smith).
5. Permission to enroll in an accounting graduate course does not grant admission to an accounting graduate program or to The Graduate School at UTSA.
6. The graduate course to be taken must be approved by the Graduate Advisor of Record for graduate programs in accounting (Dr. Elaine Sanders).
7. The reason for the request must be clearly presented.
8. If the student is allowed to take a graduate course for graduate credit as an undergraduate, and subsequently is accepted in an accounting graduate program at UTSA, the student may use the course completed for the graduate degree program, assuming the grade and time limit meet the requirements for the MACY.