



## SBE Admission Policy

Failure to follow may result in being dropped from your SBE major

### Declare an SBE major

- Student intending to graduate as an Accounting, Business, or Economics major begins with this step.
- Student will have “**pre-major**” status.
- Declaring an SBE major allows for:
  - Specialized advising through SBE.
  - Communication concerning updates on policy, special events, curriculum, SBE student organizations, and other important information.
- Declare an SBE major at anytime – earlier is better to take advantage of opportunities (study abroad, internships, networking events, etc).
- Student will be advised by an SBE peer advisor.
- Continue taking courses that count toward the SBE major.

### Attend Success in the Major Session

- Sessions will be offered each semester to help understand what it takes to be successful in our programs.

### Apply for Admission

- Complete 10 - 18 credits in courses that count toward the major.
  - Even if you have completed more than 18 in-major credits and are still listed at “pre-major” you must apply. Transfer students with more than 18 credits in the major should apply in their first semester at UWSP.
- Achieve at least a 2.50 in-major GPA (2.25 for Econ-Social Science Option)
  - Applicants that do not meet the GPA requirement are dealt with on a case by case basis. **Apply in the 10-18 credit completion range even if you have not met minimum GPA.**
- Submit application for admission by stated semester deadline – typically mid-October and mid-March
- Student may be granted “**accepted**” status by decision of the SBE admissions committee.
- Once accepted, student will be advised by an SBE faculty member.
- Accepted student will be allowed to continue taking upper level SBE courses.
- Maintain required GPA level for your major.
  - If student falls below required GPA level, he/she will be put in “**provisional**” status.
  - Student with “provisional” status is advised by the SBE Assistant Dean of Students.
  - Student is typically given one semester to achieve stated goals or he/she may be dropped from the SBE major.

### Changes in SBE Major

- Students in good academic standing (at or above required GPA) can add another SBE major, or change their major, without reapplying.
- Students who are dropped from their major cannot re-declare that major. They must reapply if they desire to switch to a different major.
- Student is allowed to make changes at any time, but understands that this may lengthen time to graduation.

Necessary forms are available on D2L, outside the SBE Advising Center offices, or on the SBE website: [www.uwsp.edu/business](http://www.uwsp.edu/business), under policy and forms.