

# Undergraduate Programs

## Degrees and Majors

The Tippie College of Business offers Bachelor of Arts (BA), Bachelor of Business Administration (BBA), and Bachelor of Science (BS) degrees with majors in accounting (BBA), business analytics and information systems (BBA), economics (BA, BBA, BS), entrepreneurship (BBA), finance (BBA), management (BBA), marketing (BBA), and risk management and insurance (BBA).

This catalog section provides information about requirements that all Tippie students must fulfill, regardless of their degree program, as well as admission information and academic rules and procedures. For information about the individual majors, see the departments of Accounting, Business Analytics, Economics, Finance, Management and Entrepreneurship, and Marketing in the catalog.

Students may earn multiple degrees and majors in Tippie; they may also combine a Tippie degree with a degree in the colleges of Education, Engineering, or Liberal Arts and Sciences. Many Tippie students earn one or more minors and certificates offered in disciplines across the university; see the following sections, "Minors" and "Certificates."

The Tippie College of Business's undergraduate and graduate programs are accredited by AACSB International, the Association to Advance Collegiate Schools of Business.

## Minors

The Tippie College of Business offers a minor in business administration and a minor in economics.

Tippie students may earn minors in a number of disciplines outside of the Tippie College of Business. For example, students interested in international business might choose to earn a minor in a second language. For a list of minors and links to the departments and programs that offer them, see Find Your Program on the General Catalog website and select undergraduate minors.

Students may declare a minor on MyUI. To have the minor recorded on their transcripts, students must complete the minor section on their application for degree which they submit through MyUI in the session they intend to graduate.

## Certificates

Tippie students may earn certificates offered by the Tippie College of Business as well as by other colleges at the University of Iowa. The Tippie College of Business offers the Certificate in Entrepreneurial Management, the Certificate in Risk Management and Insurance and the Certificate in International Business.

The colleges of Liberal Arts and Sciences and Public Health, and University College offer a wide range of certificates open to all undergraduates. Many pair exceptionally well with a Tippie major. See Find Your Program on the General Catalog website and select undergraduate certificates for a complete list of certificates and links to their catalog sections.

## Undergraduate Advising

All students enrolled in the Tippie College of Business are advised at the business college's Undergraduate Program

Office. Pre-business students are enrolled in the College of Liberal Arts and Sciences and are advised at the university's Academic Advising Center. Drop-in hours and scheduled appointments are available at both offices. For more information on advising, contact the college's Undergraduate Program Office or the university's Academic Advising Center.

## Honor Code

Integrity and honesty are essential to success in all facets of life. The purpose of the Tippie Honor Code is to promote honorable and ethical behavior. Students admitted to the college or enrolled in courses offered by the college are required to uphold the honor code

## Programs

## Undergraduate Programs of Study

### Majors

- Major in Accounting (Bachelor of Business Administration)
- Major in Business Analytics and Information Systems (Bachelor of Business Administration)
- Major in Economics (Bachelor of Arts)
- Major in Economics (Bachelor of Business Administration)
- Major in Economics (Bachelor of Science)
- Major in Entrepreneurship (Bachelor of Business Administration)
- Major in Finance (Bachelor of Business Administration)
- Major in Management (Bachelor of Business Administration)
- Major in Marketing (Bachelor of Business Administration)
- Major in Risk Management and Insurance (Bachelor of Business Administration)

### Minors

- Minor in Business Administration
- Minor in Economics

### Certificates

- Certificate in Entrepreneurial Management
- Certificate in International Business
- Certificate in Risk Management and Insurance

## Academic Rules and Procedures

## Academic Recognition

### Dean's List

Undergraduate students in the Tippie College of Business who achieve a grade-point average (GPA) of 3.50 or higher on 12 s.h. or more of University of Iowa graded coursework during a given semester or summer session and who have no semester hours of I (incomplete) or O (no grade reported) during the same semester are recognized by inclusion on the Dean's List for that semester.

### President's List

Undergraduate students in the Tippie College of Business who achieve a GPA of 4.00 on 12 s.h. or more of University of Iowa graded coursework and who have no semester hours of

I (incomplete) or O (no grade reported) for two consecutive semesters (excluding summer sessions) are recognized by inclusion on the President's List.

## Graduation With Distinction

Graduation with distinction recognizes high academic achievement based on grades. See Grading in the "Academics at Iowa" section of the catalog.

## Graduation With Honors in the Major

Graduation with honors in the major recognizes high scholastic achievement based on grades and on completion of a research project that enables students to gain expertise in a topic related to their field of study. The requirements to graduate with honors in the major at the Tippie College of Business are the following:

- GPA of at least 3.50 in cumulative, University of Iowa, business, and University of Iowa business coursework at the time of graduation;
- completion of BUS:1999 Introduction to Research in Business;
- two-semester research project with a Tippie College of Business faculty member that results in a written thesis; and
- a poster presentation of research at the Undergraduate Research Festival.

To learn more, see Tippie Honors on the Tippie College of Business website.

## Credit and Grading

### Credit by Examination

Students may earn up to 30 s.h. of credit by examination by taking selected tests from the College-Level Examination Program (CLEP) and the Advanced Placement (AP) program of the College Board or the International Baccalaureate Program (IB). The University of Iowa is a testing center for CLEP tests. For information about when and how to take CLEP tests, see Testing Services on the Admissions website. The Tippie College of Business Undergraduate Program Office has information on scores, credit, and course duplicates for all CLEP, Advanced Placement, and IB tests accepted by the college.

### Maximum Schedule

Students may register for a maximum of 18 s.h. in the fall and spring semesters, a maximum of 12 s.h. in the summer session, and a maximum of 3 s.h. in the winter session. Course schedules of more than 18 s.h. for a fall or spring semester, more than 12 s.h. for the summer session, or more than 3 s.h. for the winter session require approval from the Undergraduate Program Office. Approval is based on a review of past academic performance. Permission for more than 12 s.h. in the summer session is granted only in extraordinary circumstances and permission for more than 3 s.h. in the winter session is never granted.

### Adding and Dropping Courses

Students may add or drop courses, except College of Law courses, any time before the deadline published in the university's academic deadline calendar. Deadlines are different for regular and off-cycle courses. See the Academic Calendar and Course Deadlines for course-specific deadlines at the University of Iowa on the Office of the Registrar website. Students must obtain approval from the

college that offers the course in order to add or drop a course after these deadlines.

To request a late add of a Tippie College of Business course, students must obtain both the authorization of the instructor and the authorization of the Undergraduate Program Office.

To request a late drop of a Tippie College of Business course before the term is over, or a retroactive drop of any University of Iowa course after a term is over, students should meet with an advisor in the Undergraduate Program Office to discuss the petition process to drop the course after the deadline. To request permission, students must submit a written petition. The petition is granted only with documentation of extenuating circumstances beyond the student's control.

### Prerequisites and Restrictions

Undergraduate students must complete a course's prerequisites. When a student registers, the MyUI course registration system reads a student's record, and if there is no evidence that a prerequisite has been completed or is in progress, enrollment for the course is blocked. See the Tippie College of Business Prerequisites webpage for more information about prerequisite policies and procedures.

Departments also restrict some of their courses based on students' programs of study or other criteria. Students who find that a course from another major can fulfill a requirement for their declared major may still find that the course is subject to prerequisites or restricted to students who have declared the major within the offering department. Tippie students should speak with their advisor about the availability of restricted courses and students outside Tippie can request access to restricted undergraduate courses, but that access is not guaranteed.

### Administrative Drops for Nonattendance

Instructors have the option to drop a student who has missed the first two class periods of a course unless the student has offered an acceptable reason for beginning the course late. Administrative drops must be processed by the first eight calendar days of the semester or the first two calendar days of the winter session, each summer session, or the start of an off-cycle course. Administrative drops are made without the assignment of a W (withdrawn). Students who are dropped from a course are notified. Students should not assume that they have been dropped from a course because they have not attended.

### Auditing Courses

Students may register to audit a course with the approval of the course instructor. Students must obtain the required authorizations and register for 0 s.h. of credit in the course to be audited. The mark of AUS (audit successful) is assigned if a student's attendance and performance are satisfactory; if they are unsatisfactory, the mark of AUU (audit unsuccessful) is assigned. Courses completed with a mark of AUS do not meet any college requirement and carry no credit toward graduation. Auditing may not be used as a second-grade-only option. Tuition and fees will still be assessed for audited courses.

### Pass/Nonpass

Up to 15 s.h. of coursework required for the degree may be taken pass/nonpass with the consent of an advisor and the instructor. Students must be in good academic standing to be

eligible for the pass/nonpass option. A maximum of two pass/nonpass courses may be taken in one semester or session.

Courses taken pass/nonpass may not be used to satisfy general education, prerequisite, core, or major business requirements; major business requirements include any course that fulfills a business major course requirement or is offered by a business major department, regardless of the business major of the student seeking to take the course pass/nonpass.

Pass/nonpass registration must be completed by the last day to add a course without the dean's permission. For full-length courses during the fall or spring semesters, that is the first ten days of the semester. For summer or off-cycle courses, see the Office of the Registrar's Course Deadline webpage for the last day to add a course without dean's permission.

For courses taken pass/nonpass, an earned grade of D-minus or higher is recorded as a P; an earned grade of F is recorded as an N. Pass/nonpass credit is not included in GPA calculations.

## Satisfactory/Fail and Satisfactory/Unsatisfactory

Certain courses are offered satisfactory/fail (S/F) or satisfactory/unsatisfactory (S/U). All students registered for these courses receive one of these marks.

Special forms are not necessary to register for S/F or S/U courses, since all students enrolled in such courses automatically receive an S, an F, or a U.

Semester hours of S or U graded coursework are not used in computing GPAs, but hours of F graded coursework are used.

Semester hours of S graded coursework are counted as semester hours earned toward graduation; semester hours of F or U graded coursework do not count as semester hours earned toward graduation.

A maximum of 15 s.h. of S credit from the University of Iowa is accepted toward a bachelor's degree.

## Second-Grade-Only Option

Students admitted to the Tippie College of Business may use a Second-Grade-Only (SGO) option to retake a course and have only the second grade used in GPA calculations and counted as hours earned.

## Policies

- Students may apply the SGO option to a maximum of three different courses while they are enrolled at the University of Iowa; any SGO options used before entry to the Tippie College of Business count toward the maximum of three allowed.
- Students in combined degree programs are allowed a combined maximum of three SGO options.
- The SGO option may be used only once per course. Once placed on the record, the option may not be retracted.
- A course taken at another college or university may not be repeated at the University of Iowa under the SGO option.
- A University of Iowa course may not be repeated at another institution under the UI SGO option.
- If the course was taken for a grade the first time, it must be taken for a grade the second time.
- If the course was taken pass/nonpass the first time, a student may choose to take the course for a grade or as pass/nonpass the second time.

- Any University of Iowa course taken in any mode of delivery—during a regular semester, a summer session, an intensive session, or through distance learning and Distance and Online Education—may be repeated in the same mode of delivery or in any other mode of delivery.
- Students who have been awarded a degree from the University of Iowa may not use the SGO option on a course taken before the degree was awarded.
- Graduate or professional colleges may recalculate GPAs using all grades visible on the permanent record.

## Procedures

- Students must register as usual for the course that is to be repeated.
- After the session in which the course is being repeated has begun, students must request the SGO option by completing the Request a Second-Grade-Only Option form.
- The permanent record is adjusted by placing a pound symbol (#) next to the first grade to indicate that it is no longer being included in the GPA calculation, and only the semester hours from the second registration have been counted as semester hours earned.

## Incomplete Grades

Instructors may report a mark of I (incomplete) only if the unfinished part of a student's work in a course other than research, thesis, or independent study is small; if the work is unfinished for reasons acceptable to the instructor; and if a student's standing in the course is satisfactory.

Students should not re-enroll in a course for which they have an incomplete. Incomplete grades must be removed by completing the unfinished part of the work. Faculty and students are encouraged to state clearly in a written agreement how the incomplete is to be completed. Both the faculty member and the student should keep a record of the written agreement.

Failure to remove the incomplete before the end of the next full semester, excluding summer and winter sessions, results in the replacement of the I with a grade of F, regardless of whether a student is enrolled during that semester. A grade change may be submitted to convert a grade of F to another letter grade, with the instructor's approval.

## Probation and Dismissal

Students are placed on academic probation when their GPA in any of the following categories falls below 2.00:

- all coursework taken;
- all coursework taken at the University of Iowa;
- all business coursework taken (when applicable);
- all business coursework taken at the University of Iowa (when applicable);
- all coursework taken to satisfy requirements for the major(s); or
- all coursework taken at the University of Iowa to satisfy requirements for the major(s).

In probation decisions, a 3 s.h. minimum is used to calculate the GPA for all coursework taken to satisfy requirements for the major(s), and all coursework taken at the University of Iowa to satisfy requirements for the major(s).

Students on probation are required to meet with an academic advisor and cannot register for the next session's classes before doing so. Students on academic probation who

withdraw registration after the deadline for dropping courses may be dismissed.

Students on probation with more than one declared business major may be required to drop one or more majors in order to pursue one business major only.

Students may be dismissed from the college at any time for unsatisfactory scholarship. While some probationary period usually precedes a dismissal, students in good academic standing who complete a session with extremely unsatisfactory grades may be placed on academic probation or dismissed immediately. To appeal a dismissal, students may submit a written appeal as described in their dismissal letter. Students dropped from the college for poor scholarship may petition for permission to be reinstated, but usually only after one year following the end of the session in which they were dismissed, and only in accordance with the instructions as described in their dismissal letter; see "Reinstatement."

When all of the GPAs previously outlined equal or surpass 2.00, students are removed from probation. Students usually are allowed only one session to return to good academic standing.

## Reinstatement

Students dismissed for unsatisfactory scholarship for the first time are not permitted to register again for one year. Students dismissed for the second time may or may not be granted a second reinstatement. Requests for reinstatement must be made in writing and should be addressed to the Associate Dean, Undergraduate Program Office. Arrangements for a reinstatement interview must be made with the Undergraduate Program Office in the Tippie College of Business. The interview must take place between March 1 and June 15 for reinstatement for fall semester, or between October 1 and November 15 for reinstatement to spring semester. Late requests are deferred to the following semester. Students who are permitted to register following dismissal are registered on academic probation and ordinarily are allowed two semesters to achieve good standing. Most reinstatements include a limit on the number of semester hours the student may take upon reinstatement. Very poor academic work in the first semester of a reinstatement, however, may result in dismissal at the close of that semester.

## ReStart

The undergraduate colleges at the University of Iowa offer an academic forgiveness policy, referred to as ReStart.

If students were previously enrolled in the Tippie College of Business and are returning, or have returned, to the University of Iowa after an extended absence (four consecutive years or more), they may use the ReStart option to request the removal of one or more previously completed academic sessions at the Tippie College of Business (i.e., semesters or winter/summer enrollments) from future GPAs and satisfaction of degree requirements.

If students have already graduated from the University of Iowa, they are not eligible to use the ReStart option whether for a second degree or any other purpose.

Students are strongly advised to contact the director of undergraduate enrollment to discuss the ReStart option before submitting a ReStart application. Contact the Undergraduate Program Office to schedule an in-person or telephone appointment.

## Returning for Baccalaureate Degrees

### Returning for a Second Business Major

Individuals who have already completed a major in the Tippie College of Business may return to complete the requirements for another Tippie major. Students who return to the University of Iowa to complete another Tippie major must meet the requirements for that major; they do not have to meet the Tippie College of Business residence requirement. It is their responsibility to notify the Office of the Registrar once they complete the requirements for the second major so that a notation can be placed on their permanent record. Returning students are held to the requirements that are published in the University of Iowa General Catalog for the session in which they reenter.

### Returning for an Additional Bachelor's Degree

Individuals who hold a bachelor's degree from the Tippie College of Business or another college at the University of Iowa may return to earn an additional bachelor's degree from the Tippie College of Business. They must satisfy all requirements for undergraduate admission to the degree program. Once admitted, they must satisfy all requirements for the degree program in their chosen major. Returning students are held to the requirements that are published in the University of Iowa General Catalog for the session in which they reenter.

## Combined Programs

### Undergraduate Programs

Undergraduate students may earn combined undergraduate degrees from the Tippie College of Business and the colleges of Education, Engineering, or Liberal Arts and Sciences. The following rules apply to all students in combined degree programs.

- To enter a combined degree program, students must have approval from the Tippie College of Business and must be admitted to both colleges. Interested students should see an advisor in the college's Undergraduate Program Office.
- Students in combined degree programs are allowed a combined maximum of three second-grade-only options.
- All students in combined programs must meet all requirements for both degrees, including all General Education Program requirements.
- Students are assigned two advisors (one for each major).
- Students in combined degree programs are assessed tuition only for the primary (first) major.

### Tippie College of Business/College of Liberal Arts and Sciences

The Tippie College of Business and the College of Liberal Arts and Sciences offer a combined degree program in which students earn two bachelor's degrees: a Bachelor of Arts (BA), Bachelor of Business Administration (BBA), or Bachelor of Science (BS) from the Tippie College of Business and a Bachelor of Arts (BA), Bachelor of Science (BS), Bachelor of Fine Arts (BFA), or Bachelor of Music (BM) from the College of Liberal Arts and Sciences.

Students in this combined degree program must declare the Tippie College of Business program of study as their primary (first) major.

To learn about liberal arts and sciences majors, see the College of Liberal Arts and Sciences section of the catalog.

## Tippie College of Business/College of Education

The Tippie College of Business and the College of Education offer a combined degree program in which students earn two bachelor's degrees: a Bachelor of Arts (BA), Bachelor of Business Administration (BBA), or Bachelor of Science (BS) from the Tippie College of Business and a Bachelor of Arts (BA) from the College of Education. The combined degree program is limited in the College of Education to either the BA in education studies and human relations or the BA in elementary education.

Students in this combined degree program must declare the Tippie College of Business program of study as their primary (first) major.

To learn about the BA in education studies and human relations or the BA in elementary education, see the College of Education section of the catalog.

## Tippie College of Business/College of Engineering

The Tippie College of Business and the College of Engineering offer a combined degree program in which students earn two bachelor's degrees: a Bachelor of Arts (BA), Bachelor of Business Administration (BBA), or Bachelor of Science (BS) from the Tippie College of Business and a Bachelor of Science in Engineering (BSE) from the College of Engineering. Students in this combined degree program must declare the College of Engineering program of study as their primary (first) major. They must also enroll in appropriate mathematics and engineering courses early in their course of study in order to complete the program in a timely manner. Because courses in natural sciences, mathematics, humanities, and social sciences count toward the BBA and the BSE, students may be able to count certain courses toward both degrees.

Combined degree students in this program usually meet the degree requirements of both colleges in about five years; the time required depends on a student's choice of major study areas.

For information about engineering majors, see Bachelor of Science in Engineering in the catalog. To learn more about the requirements for the combined business/engineering degree, consult the Undergraduate Program Office in the Tippie College of Business and the Student Development Center in the College of Engineering.

## Graduate Programs

### Master of Science

Tippie College of Business students may begin work toward a Master of Science (MS) degree while completing their undergraduate degree. This program allows students to count a limited amount of credit toward both degrees.

Students typically apply to the Master of Science program in their third year of undergraduate study and begin masters-level work in their fourth year of undergraduate study. For

information on these graduate programs, see MS in business analytics and MS in finance in the catalog.

### Juris Doctor (JD)

The Tippie College of Business 3+3 agreement with the University of Iowa College of Law allows well-prepared students the opportunity to apply for admission to the College of Law during their third year, and if accepted, begin work on the Juris Doctor degree during their fourth year of study. Students participating in the 3+3 program apply to the College of Law and are required to submit a Law School Admission Test (LSAT) score. If a student is admitted into the JD program, the Tippie College of Business accepts up to the 30 hours of credit earned during the first year of law school to satisfy any remaining elective hours required for their undergraduate degree.

The 3+3 option is open to students in all undergraduate programs. Students who wish to pursue this opportunity are required to plan early in their undergraduate career, as all degree requirements except elective hours must be completed in the first three years of BBA study.

For more information, see the 3+3 Program for Undergraduates on the College of Law website.

## Honors

### Honors in the Major

Outstanding students in the college have an opportunity to undertake independent research under the supervision of a faculty member. To graduate with honors in the major, students must complete an honors thesis under the supervision of a Tippie College of Business faculty member. Students begin by completing BUS:1999 Introduction to Research in Business prior to the commencement of their thesis work. This course introduces students to research in the college and provides an opportunity to develop thesis questions and meet faculty members engaged in research.

Students then identify a faculty thesis advisor and complete their research and thesis writing over the course of two semesters, registering for the appropriate honors thesis course for both semesters from the following list. With faculty permission, students may elect to complete the thesis with another Tippie College of Business student.

Course #	Title	Hours
ACCT:4999	Honors Thesis in Accounting	arr.
BAIS:4999	Honors Thesis in Business Analytics	arr.
BUS:4999	Honors Thesis in Business	arr.
ECON:4999	Honors Thesis in Economics	arr.
FIN:4999	Honors Thesis in Finance	arr.
MGMT:4999	Honors Thesis in Management	arr.
MKTG:4999	Honors Thesis in Marketing	arr.

To earn honors in the major, students must successfully complete all college requirements with a grade-point average of at least 3.50 in all courses taken at Iowa, all business courses taken at Iowa, all courses taken (including transfer courses), and all business courses taken (including transfer courses). Students must also present their research in a poster format at the spring or fall Undergraduate Research Festival.

See Tippie Honors on the Tippie College of Business website to learn more.

## University of Iowa Honors Program

Completing the honors in the major requirements also satisfies the experiential learning requirement for the University of Iowa Honors Program. To learn more about graduating with university honors through the University of Iowa Honors Program, visit the Honors at Iowa website.

Pre-business students interested in honors study are encouraged to participate in the University of Iowa Honors Program until they are admitted to the business college. Visit Honors at Iowa to learn about the university's honors program.

### Admission

## Admission to the Tippie College of Business

All students admitted to the Tippie College of Business must follow the Tippie Honor Code. Students who meet the admission requirements may subsequently be denied admission upon evidence of postsecondary academic misconduct or other violations of the honor code. Students may be required to meet with the associate dean of undergraduate programs to discuss incidents of academic misconduct. Prospective students must accept their offer of admission and submit all transcripts showing coursework that satisfies the Tippie College of Business admission requirements to University of Iowa Admissions by the appropriate deadline. Letters of recommendation are not accepted. Students granted admission to Tippie College of Business are eligible to apply for a limited pool of donor-funded scholarship dollars.

## Admission to the BA and BS Programs

Students who meet the high school course requirements and the Regent Admission Index (RAI) score based on their residency are eligible to gain admission to the Bachelor of Arts or Bachelor of Science programs in the Tippie College of Business. Students may also seek admission to the Bachelor of Arts or Bachelor of Science programs in the Tippie College of Business after matriculating to the University of Iowa or by transferring from another institution of higher education. For more information about admission, see Undergraduate Program Admissions on the Tippie College of Business website.

## Early Admission to the BBA Program

Students who meet the high school course requirements and the Regent Admission Index (RAI) score based on their residency and additionally have a composite ACT score of 26 or higher (or SAT equivalent) and a high school grade-point average (GPA) of 3.60 or higher (on a 4.00 scale) are eligible to gain early admission (or Direct Admission) to the BBA program in the Tippie College of Business. Applicants who meet one of the two additional criteria will be pooled for review for early admission to the BBA program with final decisions published by March 15.

High school students who do not gain early admission to the BBA program may pursue admission to the Bachelor of Arts or Bachelor of Science programs in the Tippie College of Business or to the pre-business program of study in the College of Liberal Arts and Sciences. For more information about admission, see Undergraduate Program Admissions on the Tippie College of Business website.

## Admission to the BBA Program

Students who have completed at least 24 s.h. of college credit, including a collection of five prerequisite courses and have a GPA of at least 2.75 on those prerequisite courses, on all college coursework completed, and on all University of Iowa coursework are eligible for admission (or Standard Admission) to the BBA program in the Tippie College of Business. Students transferring from another institution of higher education must only meet the GPA requirement on the prerequisite courses and on all college coursework completed.

Students typically apply for admission to the BBA program in the term they are completing their final prerequisite course(s). Admission is not granted for the summer session or the winter session. Grades from the winter session do not count toward admission for the following spring semester, but grades from the summer session may count toward admission for the following fall semester. Students who are denied admission may file an appeal of their denial of admission to Tippie and must provide documentation of extenuating circumstances that affected their academic performance. For more information about admission, see Undergraduate Program Admissions on the Tippie College of Business website.

## Nondegree Admission

Students visiting from another institution who wish to enroll in undergraduate courses in order to earn credit that they can transfer to their home institution may be granted admission as undergraduate nondegree students. Nondegree students are not guaranteed access to specific courses; they must have the approval of the Undergraduate Program Office and may earn no more than 9 s.h. in nondegree status.

## Reentry Policy

All students who have been enrolled in another college or university since leaving the University of Iowa are required to submit official transcripts along with an application for reentry. Completed application materials must be received at least two weeks before the opening of classes. Reentry students are held to the requirements that are published in the University of Iowa General Catalog for the session in which they reenter.

## Absent for Fewer Than 12 Months in Good Standing

Students absent for fewer than 12 months are not required to file an application for reentry. Students who were in good standing when they left the university should contact the Tippie College of Business Undergraduate Program Office for advising before registration. Reentry is approved regardless of any admission requirement changes.

## Absent for Fewer Than 12 Months Not in Good Standing

Students absent for fewer than 12 months are not required to file an application for reentry. Students who were not in

good standing when they left the university must consult with an advisor in the Tippie College of Business; the student may be readmitted on probation. Readmitted students should contact the Tippie College of Business Undergraduate Program Office for advising before registration. Reentry is approved regardless of any admission requirement changes. Not in good standing is defined as being on probation or having been dismissed from the Tippie College of Business due to unsatisfactory scholarship, academic misconduct at the University of Iowa or at another institution, or a violation of the Tippie College Undergraduate Honor Code. Students who have been officially dismissed follow the procedures for reinstatement.

## Absent for 12 Months or More in Good Standing

Students absent from the University of Iowa for 12 months or more who left in good standing must apply to University of Iowa Admissions as returning students and must contact the Tippie College of Business Undergraduate Program Office for advising before registration. Good standing is defined as not on probation and not dismissed for any reason.

## Absent for 12 Months or More Not in Good Standing

Students absent from the University of Iowa for 12 months or more who were not in good standing when they left the university must file a petition with the Tippie College of Business Undergraduate Program Office to be reinstated. If the petition is approved, the student must apply to University of Iowa Admissions as a returning student; the Undergraduate Program Office notifies Admissions that a student's petition for reinstatement has been approved. The student also must schedule an appointment to see an advisor in the Tippie College of Business for advising before registration. Not in good standing is defined as being on probation or having been dismissed from the Tippie College of Business due to unsatisfactory scholarship, academic misconduct at the University of Iowa or at another institution, or a violation of the Tippie College Undergraduate Honor Code. Students who have been officially dismissed follow the procedures for reinstatement.

## Career Advancement

Tippie College of Business graduates enjoy a high placement rate. Over 90% of students reported that they found permanent employment, were pursuing graduate degrees, or were not seeking employment six months after graduation.

Tippie Undergraduate Career Services supports Tippie students with targeted career support and seeks to improve the job search experience and outcomes for Tippie undergraduate students. Visit their website or the Pomerantz Career Center website for more information.

## Academic Plans

### Four-Year Graduation Plan

The following checkpoints list the minimum requirements students must complete by certain semesters in order to stay on the university's Four-Year Graduation Plan.

The following checkpoints are designed for students who enter the university with the goal of earning a BBA. In order to stay on the plan, pre-business students must maintain

the grade-point averages required for admission to the BBA program in the Tippie College of Business and must apply for admission to the BBA program in the semester that the five prerequisite courses will be completed, but no later than before the fifth semester begins. The Four-Year Graduation Plan is not available to students who choose to pursue a double major in the college or to those enrolled in a combined degree program.

**Before the third semester begins:** RHET:1030 Rhetoric: Writing and Communication, ECON:1100 Principles of Microeconomics, MATH:1350 Quantitative Reasoning for Business, STAT:1030 Statistics for Business, and BAIS:1500 Business Computing Essentials, or equivalents; and at least one-quarter of the semester hours required for graduation.

**Before the fifth semester begins:** ACCT:2100 Introduction to Financial Accounting and ECON:1200 Principles of Macroeconomics, or equivalents; business core courses that satisfy prerequisites in a student's intended major; three-quarters of general education requirements; and at least half of the semester hours required for graduation.

**Before the seventh semester begins:** three-quarters of business core requirements, approximately half of the coursework in the major (varies by major), and three-quarters of the semester hours required for graduation.

**Before the eighth semester begins:** approximately three-quarters of coursework in the major (varies by major).

**During the eighth semester:** all remaining coursework in the BBA degree and a sufficient number of semester hours to graduate.

## Iowa Degree in Three

Iowa Degree in Three is designed for BBA students who are academically prepared to complete more semester hours per term than average or who come to the University of Iowa with completed college credits. It is a flexible, affordable option developed to meet the needs of highly motivated students. Students sign an agreement during their first semester of enrollment; meet with an advisor at least once a semester to review their plans and progress; take courses during summer sessions, if necessary; meet specific course checkpoints; and maintain the grade-point average required for the major.

The Tippie College makes several assumptions about candidates for the Iowa Degree in Three:

- students are prepared to enroll in MATH:1350 Quantitative Reasoning for Business during their first enrollment at the University of Iowa;
- students have fulfilled the general education World Languages requirement before matriculation;
- students are early admits to the BBA program in the Tippie College of Business;
- students have earned at least 15 s.h. of college credit before matriculation; and
- students are not held for more than two English as a Second Language classes.

The Iowa Degree in Three is available for any of the BBA majors offered by the Tippie College of Business.