



# TRANSFER ADVISING FOR BUSINESS MAJORS

Advising Information for Montgomery College Students 7/07

- **Admission requirements for Business Programs are fairly standard across the nation...** courses like AC 201 & 202 Accounting I and II, and EC 201 & 202 Economics I & II are required by most business programs, however; math course requirements, business law courses, and statistics requirements may vary by school. Check on requirements, don't assume!
- **Undecided about a transfer destination?** We suggest that you follow the University of Maryland's Robert H. Smith School of Business requirements list (next page). This is not a recommendation of the Smith program above all others, but it's generally true that if you meet Smith requirements, you can apply successfully to most other schools.
- **Read the fine print – PLEASE!** Read every footnote on the Smith Admissions Page about acceptable and unacceptable courses and electives.
- **You can complete an AA degree in Business or General Studies at MC before transferring to a Business Program...** Discuss this with an adviser at MC. All junior level (3<sup>rd</sup> year of college) business programs, from Finance to Accounting to Marketing to General Business, generally begin with the same basic core of business classes in the first 2 years. MC's Accounting and Management degrees are NOT designed for transfer – they are designed to get students into the job market after two years.
- **Consider becoming a Macklin Business Institute student.** Montgomery College's Macklin Business Institute is an honors program for sophomore-year business students. MBI students participate in business honors courses, weekly seminars, and mentoring by both a faculty member and a corporate executive. A business internship and scholarship support will also be available to students accepted into the Institute. Students apply in the spring of their freshman year - a 3.2 GPA is required, and students should not have taken AC 201, EC 201, and BA 210 before applying. See the Macklin footnote on the Smith Business Page, AC 201, for course planning information. [www.montgomerycollege.edu/Departments/macbus/](http://www.montgomerycollege.edu/Departments/macbus/)
- **What are some other business schools besides Smith?** There are MANY business programs out there – see the sample list on the back of this page. The MC Transfer Page has a list of more than 30 different schools within a 50-mile driving radius of Rockville. [www.montgomerycollege.edu/Departments/studev/bus.htm](http://www.montgomerycollege.edu/Departments/studev/bus.htm)
- **Seek out Internships and Business-Related Work Experiences while you're a student at MC!** Transfer schools like Smith and employers want to see that you've been actively involved in preparing for a business career. Use the many resources of MC's Student Success Center or Career/Transfer Centers to search for internships, [www.montgomerycollege.edu/Departments/studev/INTERN.htm](http://www.montgomerycollege.edu/Departments/studev/INTERN.htm) as well as MC's Student Employment Services [www.montgomerycollege.edu/Departments/studemp/](http://www.montgomerycollege.edu/Departments/studemp/), to help you get connected with jobs. This is a really important step if you want to transfer to a competitive business school!
- **VISIT possible transfer schools now!** Most schools have open houses and information sessions for transfer students. Don't neglect this very important step - a visit can help you make up your mind and offers you the latest admissions information. Spend time making sure that your transfer destination is a good fit for YOU. Check the web pages or call admissions offices of schools that interest you to find out how to attend an information session or transfer open house.

Germantown Counseling &  
Advising, Room 175 SA  
301-353-7734

Rockville Counseling &  
Advising, 215 CAB  
301-279-5063

Takoma Park/Silver Spring Counseling  
& Advising, ST First Floor  
301-650-1480

## Business Programs Available at Institutions Within a 50-Mile Driving Radius of the MC Rockville Campus:

Last update: 7/23/07

- ♦ **American University**, Washington, DC 20016 - **Business Administration, Accountancy** AACSB [www.kogod.american.edu/](http://www.kogod.american.edu/)
- ♦ **University of Baltimore**, Baltimore, MD 21201 - **Web-Based Business Bachelor's Degree in Business**; Specializations: **Accounting, Business Operations, Computer Info. Sys., Economics, Entrepreneurship, Finance, General Mgmt., Human Resource Mgmt., International Bus., Jurisprudence, Marketing, Mgmt. Information Systems** AACSB [www.ubalt.edu](http://www.ubalt.edu/) \*\*
- ♦ **Bowie State University** - Bowie, MD 20715 - **Accounting, Banking and Finance, General Business, Economics, Management, Business Information Systems, Marketing**, main campus. <http://www.bowiestate.edu/community/business.asp>
- ♦ **Capitol College**, Laurel, MD 20708 - **Bachelors in Management of Information Technology, Bachelors in Management of Telecommunications Systems** [www.capitol-college.edu/academicprograms/undergraduateprograms/bsba/bsba.shtml](http://www.capitol-college.edu/academicprograms/undergraduateprograms/bsba/bsba.shtml)
- ♦ **Catholic University of America** Washington, DC - **Business: Accounting Track, Economics Track, Financial Mgmt. Track, Human Resources Mgmt. Track, International Economics and Finance Track, Marketing Track** <http://economics.cua.edu/>
- ♦ **College of Notre Dame of MD** Baltimore, MD 21210 - **Accounting, Management, Computer Information Systems, Finance, Marketing** [www.ndm.edu/academics/departments/nd\\_aca\\_businessEcon.cfm](http://www.ndm.edu/academics/departments/nd_aca_businessEcon.cfm)
- ♦ **Columbia Union College** Takoma Park MD - Traditional Program at Takoma Campus [www.cuc.edu/academic/departments/](http://www.cuc.edu/academic/departments/) ;
- ♦ **Coppin State College** Baltimore, MD 21216 - **BS Management Science** [www.coppin.edu/mnsc/](http://www.coppin.edu/mnsc/) **Sports Management** [www.coppin.edu/physed/sportmaj.asp](http://www.coppin.edu/physed/sportmaj.asp)
- ♦ **Gallaudet University** Washington, DC - **Accounting, Business Administration, Computer Information Systems, Economics & Finance** [www.gallaudet.edu/x1128.xml](http://www.gallaudet.edu/x1128.xml)
- ♦ **George Mason University** Fairfax, VA - **Accounting, Finance, Marketing, Management, or Mgmt. Information Systems** [www.som.gmu.edu](http://www.som.gmu.edu) AACSB
- ♦ **George Washington University** Washington, DC 20052 - **Accountancy, Business Administration, Finance, Human Resources Management, Information Systems, International Business, Marketing, Tourism and Hospitality Mgmt.** AACSB [www.sbpn.gwu.edu/](http://www.sbpn.gwu.edu/)
- ♦ **Georgetown University** Washington, DC 20057 - **Accounting, Finance, International Business, Management, Marketing** AACSB <http://msb.georgetown.edu/prospective/undergraduate/>
- ♦ **Goucher College** Baltimore, MD 21204 - **Management** [www.goucher.edu/academics/academics\\_index.html](http://www.goucher.edu/academics/academics_index.html)
- ♦ **Hood College** Frederick, MD - **Economics, Management** [www.hood.edu/academics/departments.cfm?pid=departments\\_economics.html](http://www.hood.edu/academics/departments.cfm?pid=departments_economics.html)
- ♦ **Howard University** Washington, DC - **Accounting, Finance, Hospitality Mgmt., Information Systems and Analysis, Insurance, International Business Mgmt., Marketing** AACSB [www.bschool.howard.edu/](http://www.bschool.howard.edu/)
- ♦ **Johns Hopkins University** School of Professional & Business Education - Baltimore, Columbia MD, Washington DC & Shady Grove Campuses - **Business and Mgmt. B.S. ; Information Systems B.S. ;** <http://carey.jhu.edu/undergraduate-programs/>
- ♦ **Loyola College** Baltimore, MD 21210 - **Accounting, Business Economics, Finance, International Business, Law & Social Responsibility, Management, Marketing** AACSB <http://sellinger.loyola.edu/>
- ♦ **Marymount University** Arlington, VA - **Business Admin., Accounting, Business Law, Finance, Human Resource Mgmt, International Business, Mgmt, Marketing, Retail Mgmt, Computer Info. Systems.** [www.marymount.edu/academic/business/ugba/ugpba.html](http://www.marymount.edu/academic/business/ugba/ugpba.html)
- ♦ **McDaniel College** Westminster, MD 21157 - **Business Administration** [www.mcdaniel.edu/academics/bus\\_econ/busadm.shtml](http://www.mcdaniel.edu/academics/bus_econ/busadm.shtml)
- ♦ **Morgan State University** Baltimore, MD - **Accounting, Business Administration, Finance, Management, Marketing** [www.morgan.edu/academics/sbm/](http://www.morgan.edu/academics/sbm/) AACSB
- ♦ **Mount Saint Mary's College** Emmitsburg, MD - **Frederick, MD Weekend College Campus Business and Elementary Education** [https://web2.msmary.edu/college/html/undergraduate\\_main.htm](https://web2.msmary.edu/college/html/undergraduate_main.htm)
- ♦ **Shepherd College** -Shepherdstown, WV - **Accounting, General Business, Entrepreneurship and Small Business Management, Marketing, Human Resource Mgmt., and Mgmt.** [www.shepherd.edu/university/undergraduate/](http://www.shepherd.edu/university/undergraduate/)
- ♦ **Sojourner-Douglass College** Baltimore, Annapolis & Lanham MD -Administration & Mgmt., Information Systems Admin., Hospitality & Tourism, Insurance & Risk Mgmt., Public Admin., Health Care, Banking & International Finance [www.sdc.edu/](http://www.sdc.edu/)
- ♦ **Southeastern University** Washington, DC 20024 - **Accounting, Banking, Business Mgmt, Financial Mgmt, Marketing, Information Systems Mgmt., Government Mgmt, Health Service Admin., Legal Studies** [www.seu.edu/gen/academic/degrees.htm](http://www.seu.edu/gen/academic/degrees.htm)
- ♦ **Strayer University** - MD, VA, DC - **Business Administration and other specialty business degrees** [www.strayer.edu](http://www.strayer.edu)
- ♦ **Towson University** - Towson, MD 21252 - **Accounting, Business Administration, Computer Information Systems, CBE Individualized--Legal Studies Track, E-Commerce Track, Economics Track, Finance Concentration, Human Resource Mgmt. Track, International Business Track, Mgmt. Concen., Marketing Concen.** AACSB [www.towson.edu/cbe/](http://www.towson.edu/cbe/)
- ♦ **Trinity College** Washington, DC 20017 - **Weekend College Program: Business Administration, Economics, Human Relations, International Studies** [www.trinitydc.edu/academics/](http://www.trinitydc.edu/academics/)
- ♦ **University of the District of Columbia** Business Administration [www.udc.edu](http://www.udc.edu)
- ♦ **University of Maryland, Baltimore County (UMBC)** – Majors in **Financial Economics** B.S.; **Health Administration and Policy** BS; **Information Systems** BS or **Bachelor of Arts in Business Technology Administration**; also **Certificates: Accounting, Finance, Mgmt. Science, Personnel and Industrial Relations, Public Administration and Policy** (students major in one subject area and add certificate as a "minor")
- ♦ **University of Maryland, College Park (UMCP)** College Park Campus: **Accounting, Decision and Information Sciences, Finance, General Business and Mgmt., Human Resource Mgmt., International Business, Logistics and Transportation, Marketing, Operations and Quality Mgmt.** AACSB [www.rhsmith.umd.edu/](http://www.rhsmith.umd.edu/) Shady Grove Campus: **General Business, Marketing, International Business, Accounting** AACSB
- ♦ **University of Maryland, University College (UMUC)** College Park & Shady Grove: **Accounting, Business and Mgmt., Health Services Mgmt., Hotel and Restaurant Mgmt., Information Systems Mgmt., Management, Mgmt. Studies, Technology & Mgmt.** [www.umuc.edu/programs/undergrad/bus\\_mgmt.shtml](http://www.umuc.edu/programs/undergrad/bus_mgmt.shtml)
- ♦ **Villa Julie College** Stevenson, MD 21153 - **Business Communications, Business Systems, Administrative Science, Accounting, Business Communication, Economics, Financial Mgmt., International, Marketing, Business Systems: Business Info. Systems, Computer Accounting** [www.vjc.edu/academics/index.aspx?id=9398](http://www.vjc.edu/academics/index.aspx?id=9398)

**AACSB:** Accreditation from The Association to Advance Collegiate Schools of Business.

# NEW SMITH ENTRANCE REQUIREMENTS

**FOR ALL STUDENTS (the Old 45-Credit Admissions Policy no longer applies)**

Last update: 07/11/07

## MONTGOMERY COLLEGE Recommended Courses / UMCP Robert H. Smith SCHOOL OF BUSINESS

[www.smith.umd.edu/](http://www.smith.umd.edu/) Advising Information for both UM - College Park and Shady Grove. Majors: General Business\*; Accounting\*; Marketing\*; International Business\*; Finance; Logistics, Transportation & Supply Chain Mgmt; and Operations Management. [\*Shady Grove Majors]

Semester One	Cr	Semester Two	Cr.
EN 101 Tech. of Reading/Writing I	3	EN 102 or EN 109 English # <b>Fundamental English</b>	3
Math Prereq. (if needed) MA 103 or [MA 180 Precalculus # <b>Fundamental Math &amp; CORE &amp; Gateway</b> for MA 181 ONLY for Information Systems Majors] # <u>MA 180 Precal and MA 105 Trig</u> are NOT prerequisites for MA 160 Elem. Applied Calc.	(3)/4	MA 160 Elem. Applied Calculus # <b>Gateway &amp; Fund. Math &amp; CORE</b> or MA 181 & 182 Calc. I & II ( <u>ONLY</u> for Decision & Info. Sciences) # <b>Gateway &amp; Fund. Math &amp; CORE</b> ; see <u>MA 160 footnote below</u>	4
<b>CORE - Lab Science</b> from: AS101,102;BI 101,102, 105A&B, 107, 108, 204, 205, BI 207, 208; CH 101, 102, 103, 109A&B, 120; GL 101,102; ME 101; PC 101, 102; PH 110, 203, 204, 262, 263. <b>OR Choose NON-LAB Science, see 2<sup>nd</sup> Semester</b>	4/3	Choose one additional <b>Lab Science (see previous semester list) OR Non Lab Science:</b> (HC) AN 105, BI 104, 105A,106, 109,206;CH109A; ES 100; FM103.ME 100; PH 105, 130, 161. or CHOOSE LAB SCIENCE, see First Semester	3/4
CA 120 Intro. Microcomputer Applications (not required, but acceptable as an elective)	3	SP 112 or 108 Speech ( <b>CORE - HO</b> )	3
BA 101 Intro. to Business (not required, but acceptable) or any course marked <b>CORE</b> from this page (BA 101 is required for the MC Business AA degree) or <b>Elective**</b> Check note below!	3	<b>CORE Choice - History/Theory of Arts (HA) - AR</b> 101, 102, 103, 104, 105, (HC)AR107, 108, 115, 121, 122, 123, 124, 125, (HC)AR127, (HC)AR130, 131,203, 204, 207, (HC)AR208, 209, 210, (HC)AR213,219, 227, 229; (HC) DN100, DN 102, 104; EN 218, 223;FL110;ID 211, 212; IS 273; MU 110, (HC) MU 111, 128, (HC)MU131 (HC)MU 133, (HC)MU136, 139; PG 150; TH 108, 109; TR 104 <b>NOTE:</b> CG 120 does NOT count as an HA in this category – transfers as an elective for Business	3
Total	15/14	Total	16/17
Semester Three	Cr	Semester Four	Cr.
EC 201 Prin. of Econ. ( <b>CORE - SB</b> ) # <b>Gateway</b>	3	EC 202 Prin. of Econ. II # <b>Gateway (CORE SB)</b>	3
AC 201 Prin. of Accounting I # <b>Gateway</b>	4	AC 202 Prin. of Accounting II # <b>Gateway</b>	3/4
<b>CORE - SH - History:</b> (HC)HS110, (HC)HS112, (HC)HS113, 114, (HC)HS116, (HC)HS117,118, 120, (HC) HS129, (HC) HS 130, (HC) HS135, (HC) HS 137,HS138,151,161,201, 202, (HC)HS203, (HC)HS205, (HC) HS207, (HC)HS208, 225, 226, (HC)229, (HC)230	3	<b>CORE - Humanities Literature (HL):</b> (HC)EN122, (HC) EN 135, 190, (HC)EN201, (HC)EN202, 204,(HC) EN208, 209, 210, 211, 212, 213, 214, (HC) EN215, 216, 221, 230, 231; FR 207, 208; SN 216	3
BA 210 or MA 116 Statistics # <b>Gateway</b>	3	<u>Elective**</u>	3
<u>Elective**</u>	3	<u>Elective**</u>	3
Note: Appropriate AA degrees for Business are <b>Business</b> <a href="http://www.montgomerycollege.edu/Departments/studevgt/0708006.html">www.montgomerycollege.edu/Departments/studevgt/0708006.html</a> or <b>General Studies</b> <a href="http://www.montgomerycollege.edu/Departments/studevgt/0708129.html">www.montgomerycollege.edu/Departments/studevgt/0708129.html</a>	13/17	<b>APPLY EARLY (January or October) IN THIS SEMESTER</b> as you reach your 60 <sup>th</sup> credit for ADMISSION TO SMITH (By March 1 for Fall, October 1 for Spring recommended) Shady Grove accepts FALL ONLY transfers.	15/16

■ **Gateway** = Courses must be taken before or during the semester in which 60 credits are completed - see next page.

**HC (Underlined courses)** = Course fulfills the 3-credit **Human Cultural Diversity Requirement**. All students must take one Human Cultural Diversity course for CORE requirements - this course can fulfill both a CORE and an HC requirement. Courses that fulfill a MC Multicultural Requirement will fulfill the HCD requirement (example: SO101 as an elective) except for Foreign Languages, 101 - 202 level.

# **Information Systems Majors:** Choose MA 181 & 182 Calculus I & II instead of MA 160.

\*\* **Unacceptable electives** - The following business courses @MC are NOT accepted by UMCP as electives for credits toward graduation for **business majors** - Any AC except AC 201 & 202; Any CA except CA 120; BA 211; MG 101, MG 110, MG 121, MG 205 (footnote 11, Transfer Credit Center). Some will transfer as electives for majors OTHER than business. Suggested possible electives: Any additional course from the MC General Education Program; any 3-credit HE health course. **Check the transferability of ALL elective courses you choose on the UMCP Transfer Credit Website:** [www.sis.umd.edu/TCC](http://www.sis.umd.edu/TCC) MG 201, Business Law – is not required - transfers as an ELECTIVE only.

**MA 160 Note:** The prerequisite course for MA 160 @ MC is completion of **MA 103**, not Precalculus and/or MA 105, or Accuplacer test scores.

**NOTE: MACKLIN Business Institute** - Students are advised to take AC 201/202 and EC 201/202 and BA 210 in the sophomore year.

# SMITH BUSINESS ADMISSIONS STANDARDS [www.smith.umd.edu/](http://www.smith.umd.edu/)

**All** students, whether attending UMCP or any MD community college, must follow these requirements -

- All students applying for admission to BMGT as transfer students—whether internal transfers already enrolled at UMCP or external (community college) transfer students entering the university for the first time—will be subject to competitive admission for a limited number of spaces in the BMGT program at each program location.
- To be considered for admission, applicants must complete the following requirements:
  - Minimum 3.0 cumulative GPA (preferred, may vary toward higher based upon the applicant pool)
  - Minimum junior standing—60 credits earned (Note: you must earn that 60<sup>th</sup> credit – for example, if you apply during a semester when you are earning a total of 56 credits, this does not qualify!)
  - Completion of 50% of lower-level university core requirements
  - Completion of Gateway courses, all with “C-“ or better:
    - BMGT 220 + 221 Prin. of Accounting I & II (**Montgomery College’s AC 201 & 202**)
    - ECON 200 + 201 Principles of Micro- & Macro-Economics (**MC’s EC 201 & 202**)
    - ENGL 101 Introduction to Writing (**MC’s EN 102 or EN 109**)
    - MATH 220 or 140 Calculus I (**MC’s MA 160 or MA 181**)
    - BMGT 230 or BMGT 231 Business Statistics (**MC’s BA 210 or MA 116**)

**NEW:** Co-curricular involvement, leadership experience and honors and awards will also be considered in the admission decision. Students are strongly encouraged to submit with their applications a resume and letter detailing their accomplishments and experience. In other words, students need to be INVOLVED in activities as soon as they enter college. UMCP wants to see leadership activities on your resume. Here are some suggested places to find opportunities:

- **Montgomery College Office of Student Life** [Germantown](#) Room 188 SA; [Rockville](#) Campus Center 005; [Takoma Park](#) Commons 210. Join a club, or start one!
- **Volunteer activities** - [www.montgomerycountymd.gov/volunteer](http://www.montgomerycountymd.gov/volunteer) provides starting point ideas.
- **Internships** [www.montgomerycollege.edu/Departments/studevrv/internship-sites.html](http://www.montgomerycollege.edu/Departments/studevrv/internship-sites.html)  
[www.montgomerycollege.edu/Orgs/humanities/mc-interns/index.html](http://www.montgomerycollege.edu/Orgs/humanities/mc-interns/index.html)
- **Work Experiences** - is your part-time job something that will let you develop business skills? If not, check out **MC Student Employment Services** [www.montgomerycollege.edu/Departments/studemp/](http://www.montgomerycollege.edu/Departments/studemp/)
- **Honors Courses** [www.montgomerycollege.edu/advantage/honors/](http://www.montgomerycollege.edu/advantage/honors/) - challenge yourself, 3.2 gpa required.
- **The Macklin Business Institute** - [www.montgomerycollege.edu/Departments/macbus/](http://www.montgomerycollege.edu/Departments/macbus/) - an honors business program for sophomore business students; apply in the spring of the freshman year. Choose classes accordingly if you wish to become a Macklin student - meet with an MC adviser.

## From the Smith Website: Determining Your Probability of Acceptance:

- High Probability – High GPA (above 3.5), A’s and B’s in Gateway courses, with no repeats; evidence of outstanding leadership, special accomplishments, significant work or volunteer experience
- Moderate Probability – Good GPA (3.0 – 3.5), A’s and B’s in Gateway courses, no repeats
- Low Probability – Low GPA (below 3.0), missing course requirements, low grades/repeats in Gateway courses

## Miscellaneous but IMPORTANT SECRETS OF SMITH:

- 1) **New Requirements** apply to ALL students. The old “45-Credit” Admissions Policy is no longer in use.
- 2) **Smith/Shady Grove** is a Full-time, Fall-Entrance only program.
- 3) UM does not accept **CLEP or AP credits in Foreign Languages**.
- 4) **EL/RD Credits** will be subtracted from the 60-credit total; students may also REQUEST that UM recalculate their GPA without EL or RD courses if it will improve the cumulative GPA.
- 5) **Students MUST hit the 60 credit mark** during the semester that they submit their application. Students with 59 credits earned at the end of the semester that they apply are not considered eligible. Credits earned in the summer count toward the next Fall semester.
- 6) **Students with MORE than 60 credits** earned prior to the semester that they are submitting an application will go into a more competitive pool.
- 7) **All diplomas** issued read “Robert H. Smith School of Business, University of Maryland, College Park” – even those from Shady Grove.
- 8) Students whose native language is not English may prove English proficiency with a) a strong overall GPA and A’s & B’s in EN 101/102or109; or b) by completing an AA degree.

**VISIT** Smith during an **Open House** - [Main Campus](#) - [Shady Grove](#) to meet with an adviser. Walk In Advising is not available at Shady Grove. **Enroll** in the [Maryland Transfer Advantage Program \(MTAP\)](#) to participate in additional advising opportunities at UM. [www.montgomerycollege.edu/MTAP](http://www.montgomerycollege.edu/MTAP)

**Web Address for this Page:** [www.montgomerycollege.edu/Departments/studev/NewSmith.pdf](http://www.montgomerycollege.edu/Departments/studev/NewSmith.pdf)

