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U N I V E R S I T Y of H O U S T O N

C. T. BAUER COLLEGE OF BUSINESS
OFFICE OF UNDERGRADUATE BUSINESS PROGRAMS

APPROVED DEC 05 2012

TO: Jeanette F. Morales, Assistant Director, Office of Academic Program Management

FROM: Frank Kelley, Associate Dean for Undergraduate Business Programs

RECEIVED OCT 12 2012

DATE: October 11, 2012

RE: Proposal regarding admission requirements for the Certificate of Accountancy Program.

The Bauer College of Business proposes to the UH Undergraduate Committee the following admission requirements for the Certificate of Accountancy Program.

Current:

Post-baccalaureate students are not eligible to take undergraduate business courses except at the 5000-level, and may not pursue an undergraduate degree in business in the Bauer College of Business.

Proposed:

Admission requirements for the Certificate of Accountancy Program (CAP) are as follows: (1) the equivalent of a four-year undergraduate degree, and (2) the minimum requirements for undergraduate admission to the university. CAP applicants are admitted on a non-degree-seeking basis and may not be admitted as degree-seeking into the undergraduate business program.

Reason:

Because admission requirements for CAP students were not explicitly stated, the Undergraduate Admissions Office has been applying admission requirements for undergraduate degree-seeking transfer students. The new wording should eliminate the confusion.