

## Admission to the Accounting (ACCT) Major

Read the following information carefully before completing the application on Side B.

### Admission to the Accounting Major Policies:

- ◆ Admission to Towson University (TU) does not guarantee admission to the ACCT major.
- ◆ Students are designated as “pre-Accounting” (PACT) until admitted into the ACCT major.  
If you are not PACT, change your major online at <http://www.towson.edu/registrar/changingmajor.asp> before submitting the completed application.
- ◆ PACT students are not eligible to enroll in upper-level CBE courses unless they have received an “accepted” or a “pending” admission email or special permission in writing from the Accounting Chair.
- ◆ PACT students may only repeat TWO of the lower-level core courses, of which only one may be repeated twice. Before making a third attempt of a course, approval must be received from Academic Standards. Submit a Third Attempt of a Course Petition available from [http://www.towson.edu/registrar/Forms/documents/Third\\_Attempt\\_form.pdf](http://www.towson.edu/registrar/Forms/documents/Third_Attempt_form.pdf)

### Requirements for Admission to the Accounting (ACCT) major :

1. Formal admission to TU as a degree candidate.
2. Minimum Cumulative GPA (CGPA) of 2.70.
3. Grade equivalent of 2.0 or higher in each lower level core course.
4. Minimum CGPA of 2.70 for ALL upper level accounting courses at Towson. To be admitted, students must take at least 3 upper level accounting courses (minimum of 9 credits). The specific requirements are:
  - a. ACCT 301 -- Intermediate Accounting I (3 credits) – MUST be taken.
  - b. Two other upper level accounting courses (6 credits) must be chosen from:  
ACCT 300 – Accounting Information Systems  
ACCT 302 – Intermediate Accounting II  
ACCT 341 -- Cost Accounting I  
ACCT 361 – Tax Accounting I  
ACCT 362 -- Tax Accounting II  
ACCT 342 -- Cost Accounting II
  - c. At least two of the three courses must be taken at Towson University.
  - d. If ACCT 301 – Intermediate Accounting I – has been taken at another institution and has been accepted by Towson University, ACCT 302 – Intermediate Accounting II – must be one of the two remaining courses taken at Towson University.
5. A passing score for the CBE Computer Proficiency Exam (70% or higher on each section)
6. Completion of:
  - a. ECON 205 or MATH 231 (Statistics) with a grade equivalent of 2.00 or higher
  - b. One ANTH, PSYC or SOCI course
  - c. POSC course (only for 2008/09 catalog year and earlier)

### Application Procedure:

**(YOU ONLY NEED TO APPLY ONCE. We will review your application at the end of every term you are enrolled.)**

Submit the following to the Accounting Department, Stephens Hall, 102:

1. A completed “Application for Admission to the Accounting Major” (see side B.)
2. A copy of your Degree Progress Report (*available on TU Online Services*).

### Notification of Eligibility for Admission Status:

After an evaluation of your admission application, you will receive an **e-mail** notifying you of your eligibility status. Your status determines whether you are eligible to register for the following courses: ACCT 303, ACCT 401, ACCT 402, ACCT 410, ACCT 412, ACCT 421 and upper-level CBE courses.

Eligible to register for upper-level CBE courses provided student meets the class standing prerequisite for the course:

- ▶ **Accepted** – has completed all ACCT admission requirements. Congratulations!
- ▶ **Pending** – has at least a 2.70 CGPA, and has at least a 2.70 ACCT CGPA, and is enrolled in the remaining course(s) required for admission.

NOT Eligible to register for any upper-level CBE course:

- ▶ **Denied** – has completed the ACCT core courses but does not have a CGPA of 2.70 or does not have an ACCT CGPA of 2.70.
- ▶ **Ineligible**– has not completed all the ACCT Core courses.

▶ I acknowledge that I have carefully read and understand the above information.

Applicant's Signature: ..... Date: .....

**STOP – Read and sign Side A first**  
**Application for Admission to the Accounting Major**  
**Deadline October 1 and March 1**

Complete this form and submit it along with your current **Degree Progress Report** to  
the Accounting Department, Stephens Hall (ST) 102  
**APPLICATION WILL BE DENIED IF NOT FILLED OUT COMPLETELY**

Name: \_\_\_\_\_ TU ID #: \_\_\_\_\_ Date: \_\_\_\_\_  
Please PRINT \_\_\_\_\_  
Notification of admission status will ONLY @students.  
be sent to your TU E-mail: address \_\_\_\_\_ towson.edu Phone #: \_\_\_\_\_

**Admission Requirements for Catalog Year:** (e.g., 2008/09) 20\_\_\_\_ / 20\_\_\_\_ (write your catalog year)

<b>On your Degree Progress Report, highlight your total credits and TU GPA</b>	<b>Total Credits:</b> _____	<b>Enrolled Credits:</b> _____	<b>TU GPA:</b> <i>Must be 2.70 or higher</i> _____
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1. On your Degree Progress Report, highlight the grade for each ACCT Core course.
2. Write your grade for each ACCT core course on the chart below. Write "ENR" if you are enrolled this term.
3. Calculate your cumulative GPA for the ACCT core courses using the Grade Point scale below.  
Beginning with the 2008/09 catalog, a passing grade is required on the Computer Proficiency Exam.

Requirements	Grade
ANTH/ PSYC/ SOCI	
POSC (2008/09 catalog year and earlier)	
ECON 205 or MATH 231	
<b>Computer Proficiency Exam</b> (Circle the result) <b>Pass / Fail</b>	

Grade Points (GPA) scale	
Grade	GPA
A =	4.00
A- =	3.67
B+ =	3.33
B =	3.00
B- =	2.67
C+ =	2.33
C =	2.00

ACCT Core Courses: Course /requirement	Write "T" for Transfer	Write Grade or "ENR" for Enrolled	Grade Points (GPA)	(column A) X Credits	(column B) = Total QPTS
ACCT 301*				X	=
Two of the following:					
ACCT 300				X	=
ACCT 302				X	=
ACCT 341				X	=
ACCT 361				X	=
ACCT 342				X	=
ACCT 362				X	=
<i>Sum Columns A and B</i>				=	=
<b>Cumulative GPA *</b> (Divide results of <b>Column B</b> by results of Column A)				=	

\*If ACCT 301 is transferred in, ACCT 302 must be completed

▶ If I have not met all requirements for admission to the ACCT major, I understand that I am not eligible to register for upper-level courses. If I register in an upper-level course, (ACCT, BUSX, EBTM, ECON, ENTR, FIN, FPLN, LEGL, MKTG, and MNGT) without the written permission of the Chair of Accounting, I understand that I will be disenrolled from the course.

Signature of Applicant \_\_\_\_\_

**For Office Use Only**

\_\_\_\_ Approved  
by \_\_\_\_\_  
\_\_\_\_ Denied  
\_\_\_\_ Ineligible

Date: \_\_\_\_\_

Notes: \_\_\_\_\_