**CHANGE OF GRADUATE PROGRAM**

Students in one UB graduate program may apply, through the Office of Admissions, to enter another UB graduate program. If the student is unconditionally accepted, the program director and dean (or dean’s designee) may accept into the new program a maximum of 12 credits in which the student has earned a B (3.0) or better grade. For the M.F.A. in integrated design, the program director or adviser may accept a maximum of 24 credits only if transferred from the University of Baltimore’s M.A. in publications design program.

In all cases of students moving from one graduate program to another, for those credits earned at the University of Baltimore and approved for credit in the new program, the program director or adviser must decide to either accept all such credits with grades or to accept all such credits without grades on a case-by-case basis.

The program director or adviser may accept into the new program a maximum of 12 credits in which the student has earned a B (3.0) or better grade.

Students in good academic standing (see the Satisfactory and Unsatisfactory Progress section of this catalog) may seek an administrative change from one Merrick School of Business master’s program to another Merrick School of Business master’s program without having to apply for readmission.

Students seeking an administrative change from one MSB program to another MSB program must complete a change of program/specialization form available in the Office of Records and Registration. The student presents that form to the graduate program adviser in the Merrick School of Business who will review the student’s qualifications and, when appropriate, approve the change, sign that form. To make a decision, the director or adviser of the new program may also require submission of any materials that are currently required for admission to that program and which are not already in the student’s official file.

*Note: If the student changes from one program and/or major to another, his/her graduation requirements are those that are in effect at the time he or she becomes a degree candidate in the new program or major.*