

Core Course Waiver Process 2009-2010

Core business requirements must be completed at the University of Michigan-Ann Arbor campus, however there are a few limited opportunities to waive core courses. An overview of the [BBA core curriculum and degree requirements](#) is available on iMPact. We encourage you to familiarize yourself with this information before pursuing a waiver. The Ross BBA Core Course Curriculum consists of an integrated set of core courses which will help you develop a foundation for efficient and effective leadership and decision-making skills. Elective courses build on that foundation, allowing you to focus on your area of interest while completing degree requirements.

Waiver requests are granted by showing mastery and requisite knowledge of the course material. Students with the necessary prior academic experience may consider whether or not they would like to waive either of the two core courses for which waivers are accepted. This document outlines these options and can help students determine whether they are eligible to pursue a waiver. Please note the timeline for submitting waiver petitions.

Please be aware that waived courses **do not earn credits towards your degree**; you will need to take additional coursework to reach the total credits required to graduate.

How do I waive a core course?

There are two different methods for waiving core courses:

- [Waiver request](#)
- [Waiver exam](#)

What courses/degree requirements can be waived?

(For more information about a specific course see [Core Course Waiver Details](#))

- [BE 300](#) – Applied Economics
- [BIT 200](#) – Personal Productivity in Information Technology
- [OMS 301](#) – Business Statistics and Management Science
- **Other BBA Core** – If a BBA core course was completed at the Ross School of Business prior to entering the BBA program and a minimum course grade of "C" was earned, those credits will transfer into the Ross program and the core course may not be repeated for additional credit toward the BBA degree.

How to Submit a Waiver Request

Waiver requests are granted by showing mastery and requisite knowledge of the course material through academic experience.

1. Complete a [Core Course Waiver Request Form](#) for each course you wish to waive. List only one course per form.
2. Submit the required supporting documentation. Review the "waiver requirements" section for each course to ensure that you are submitting all the necessary material with your waiver request. **Waivers will not be accepted without attached documentation.**

- a. Waivers based on prior course completion may be granted for successfully completing a core course at the University of Michigan-Ann Arbor. Or in the case of BIT 200, waivers may also be granted based on intentional course completion, with success, of an equivalent course at the University of Michigan-Ann Arbor. Students who have completed coursework must submit a transcript or a photocopy of a transcript, with the relevant course work **highlighted**.
 - b. Waivers based on prior work or other experience may be granted by writing an appeal describing why this experience is equivalent to the material covered in the course.
3. Submit the [Core Course Waiver Request Form](#) and the required supporting documentation before the first day of the course's term. Submissions may be made by mail, fax, email or hand delivery to:
Office of Student Affairs
Stephen M. Ross School of Business
University of Michigan
701 Tappan St., Room E2420
Ann Arbor, MI 48109-1234
Fax 734-763-8833
rossacadservices@umich.edu

How will I know if my waiver request/exam is approved or denied?

You will receive email notification stating whether your waiver request or waiver exam has been approved or denied via the email address listed in your [iM pact profile](#). (Be sure to keep this email address updated over the summer.) Fall core course waiver requests received by August 1 should be reviewed before the first day of the Fall term. Winter core course waiver exam results should be available by the first day of the Winter term.

What do I do after I receive my waiver results?

For each class for which you have submitted a waiver request or taken the waiver exam, you may be in one of three situations:

- 1) You **successfully waived** the class, but still desire to take it. No action is needed.
- 2) You **successfully waived** the class and wish to take another course in its place (remember that waiving out of a core course does not earn you course credits towards the BBA degree).
 - Drop the waived course via [Wolverine Access](#) if you have been pre-enrolled by Academic Services.
 - Register for an alternate course.
 - Review the [LSA Course Guide](#) to determine which courses will fulfill distribution requirements. The [BBA Program Bulletin](#) also provides critical details regarding which non-Ross courses will earn credit toward the BBA degree.
- 3) You were **denied your waiver request** and must now take the core course.
 - If your waiver request for a particular core course is denied or if you failed the waiver exam, you must take the core class in the assigned term and year.

Continue to [Core Course Waiver Details](#), which includes specific information regarding the core courses that may be waived.

Core Course Waiver Details 2009-2010

BE 300: Applied Economics (3.0 crs; Fall Term of Sophomore Year)

Course Description: This course aims to develop the abilities of students to apply fundamental microeconomic concepts to a wide range of managerial decisions and public policy issues. The course covers standard microeconomic concepts and topics such as costs and the supply behavior of firms, consumer behavior and market demand, and the analysis of markets, but emphasizes the practical application of these concepts to real world problems. These foundations are then used to analyze advanced issues such as market allocation of risk; nonrenewable resource allocation; international trade and trade restrictions; and complex pricing strategies.

Waiver Requirements: Waiver requests for BE 300 may be submitted based on academic experience only. A waiver exam is not offered. A waiver for BE 300 may be considered following successful completion of only Econ 401 at the University of Michigan-Ann Arbor. The final grade in the course must equal "A+".

BIT 200: Personal Productivity in Information Technology (1.5 crs; Fall Term of Sophomore Year)

Course Description: Following the AACSB guidelines for undergraduate programs in business, this course focuses on the development of skills in the use of information technology. To that end, the course includes exercises and assignments that involve the use of spreadsheets (Excel), databases (Access), and other software as appropriate. Classes will include a mixture of laboratories, lectures, and discussions. Upon completion of this course, the student should be able to:

1. Describe when spreadsheets are an appropriate tool for a problem
2. Use Excel pivot tables and data tables appropriately
3. Structure spreadsheets so that they are more easily understood and documented
4. Use a variety of technologies to search for and discover new information sources
5. Choose an appropriate technology for sharing or publishing information
6. Recognize when a database would help solve a business problem
7. Analyze data using database software
8. Recognize the relative applicability of a database or spreadsheet to a particular problem, and be able to explain the rationale for the choice
9. Design a simple database
10. Discuss the nature, advantages and disadvantages of open source software
11. Describe how the Web works, focusing on the relationship between HTML, DNS, Web servers, database servers, JavaScript, Web browsers, and CGI
12. Explain the pros and cons of Web 2.0 development versus standard HTML/CGI development
13. Describe how companies select enterprise software applications

Minimum Exemption Requirements: Waiver requests for BIT 200 may be submitted based on academic experience or significant work or similar experience. A waiver exam is not offered.

Waiver Requests based on Academic Experience: A waiver for BIT 200 may be considered for successful completion of a similar course (such as EECS 181, 182, or 183 at the University of Michigan-Ann Arbor).

Please attach a transcript with the equivalent course highlighted. The final grade in the course must equal a "C" or better.

Waiver Requests based on Significant Work or Similar Experience: A waiver for BIT200 may be given based on a written appeal describing why prior work or other experience is equivalent to the material covered in the course as described above.

Students who register for EECS 182 or 183 during the Fall 2009 term may also opt out of BIT 200 (EECS 181 is no longer offered). The final grade in the course must equal a "C" or better.

OMS 301: Business Statistics and Management Science
(3.0 crs; Winter Term of Sophomore Year)

Course Description: This course teaches quantitative methods used in data analysis and business decision-making. Topics covered include: descriptive statistics, correlation and regression, hypothesis testing, statistical quality control, forecasting, linear and integer programming, and computer simulation. Business applications of these techniques are emphasized. Students in this course will acquire expertise in computer-based methods for data analysis and decision-making, through computer analysis of business datasets.

Waiver Requirements: OMS 301 may be waived by exam only; waiver requests are not accepted based on academic experience. A waiver exam for this Winter term course has, in the past, been offered at the end of the preceding Fall term. The offering of exams for future terms will be determined on a year by year basis. If an exam is offered it must be taken on the scheduled day and time. No pre-registration is required. Review the [Waiver Exam Schedule](#) for more information about dates, times, and FAQs for exams.