

## BBA Honours Application Checklist

Please make sure to include the following information when applying to the Bachelor of Business Administration Honours program:

- ☐ BBA Honours Application Form
- ☐ BBA Honours Research Project Agreement Form
- ☐ Copy of your unofficial transcripts

**Application Deadline: November 15, 2021**

Please email completed applications to [cocallaghan@mtroyal.ca](mailto:cocallaghan@mtroyal.ca) or drop application off to EB 2141.

Questions? Please email [businessadvising@mtroyal.ca](mailto:businessadvising@mtroyal.ca).

# BBA Honours Application Form

Application Deadline: November 15, 2021 - PLEASE EMAIL APPLICATIONS TO [cocallaghan@mtroyal.ca](mailto:cocallaghan@mtroyal.ca)

## BBA Honours Program Admission Requirements

The minimum entrance requirement for the program will be a 3.50 GPA in their most recent 20 courses prior to June 30<sup>th</sup> of the year a student applies for entrance into the Honours program. Students must declare a major within the BBA to be eligible for the program and all students must include a BBA Honours Research Project Agreement Form and a copy of their unofficial transcripts with their application to the BBA Honours program.

**Admission into the BBA Honours program is competitive and is not guaranteed.**

## Student Information

*Please note all correspondence related to the program will be to the student's @mtroyal.ca email.*

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

MRU Student Number \_\_\_\_\_ MRU Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Street City, Province Postal Code

Phone Number (Primary) \_\_\_\_\_ Phone Number (Secondary) \_\_\_\_\_

Declared Major ☐ Accounting ☐ Finance (Financial Analysis) ☐ Finance (Financial Services) ☐ Human Resources  
☐ General Management ☐ International Business ☐ Marketing ☐ Supply Chain Management

Declared Concentration ☐ Innovation & Entrepreneurship ☐ Social Innovation Declared Minor (please specify) \_\_\_\_\_

Supervisor(s) Name (s) \_\_\_\_\_

I hereby make application to the BBA Honours Program to become a BBA Honours student, and declare all statements made in connection with this application are true and complete in all respects.

Student Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

*If you have any questions regarding the BBA Honours Application Form, please contact Business Advising at [businessadvising@mtroyal.ca](mailto:businessadvising@mtroyal.ca).*

## For Office Use Only

### Academic Advising

Application Received \_\_\_\_/\_\_\_\_/\_\_\_\_ Initials \_\_\_\_\_

Honours Research Project Form attached ☐

Transcripts attached ☐ Can achieve 3.5 GGPA ☐

Minimum 20 courses completed ☐

Admission GPA (see attached calculation) \_\_\_\_\_

Comments (if any) \_\_\_\_\_

Academic Advisor \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Academic Advisor Signature \_\_\_\_\_

### Associate Dean, Academic

☐ Approved ☐ Conditional Admission ☐ Waitlist ☐ Not Approved

Comments (if any) \_\_\_\_\_

Associate Dean, Academic \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Associate Dean, Academic Signature \_\_\_\_\_

## Freedom of Information and Protection of Privacy

The personal information you provide on, or with, this form is collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act in the Province of Alberta. It will be used for identification purposes and to process the request outlined on this form. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information, contact the Office of the Associate Dean, Bissett School of Business, (403) 440-5509.

# BBA Honours Research Project Agreement Form

This agreement form must be completed prior to your final application to the BBA Honours Program, as well as at any time a student would like to make a change to their Research Project Supervisor.

## Student Information

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

MRU Student Number \_\_\_\_\_ MRU Email Address \_\_\_\_\_

Mailing Address \_\_\_\_\_  

Street City, Province Postal Code

Phone Number (Primary) \_\_\_\_\_ Phone Number (Secondary) \_\_\_\_\_

## Research Project Information

Please note, that if you have selected a contract faculty member as your Supervisor, you will need a full-time faculty member to co-supervise your Research Project. Students may have more than one Supervisor.

Supervisor Name #1 \_\_\_\_\_

Supervisor Name #2 (if applicable) \_\_\_\_\_

What kind of Honours stream do you intend to pursue? ☐ Applied stream ☐ Scholarly stream

Please provide a brief description of project (including relevance of project). If planning the Applied stream, please indicate whether or not you've identified a company to work with.

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Student Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Supervisor Signature #1 \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Supervisor Signature #2 (if applicable) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Important:** Both the student and the Supervisor should be aware of the various dates and deadlines for the proposal submission, final draft, presentation, and final submission that will dictate the date of the student's graduation. These dates are contained in the Bachelor of Business Administration Honours Program Information Handbook for Students, available online through the Bissett Advising website.