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Welcome

Thank you for your interest in the Accelerated 4+1 Program at Robert Morris University. In today's highly competitive job market, having both an undergraduate and graduate degree can give you a distinct advantage and make you more valuable to potential employers.

RMU knows you want to get the most out of your time. That's why we offer a selection of Accelerated 4+1 Programs that enable you to earn both a bachelor's and a master's degree in around five years.

This handbook will outline the application process as well as provide helpful information that will help you to decide if the Accelerated 4+1 Program is a good fit for you.

We look forward to further discussing your interest in the program!

Sam Thauvette                Jessica Dunckel
Last Names A-G                Last Names H-Z
thauvette@rmu.edu             dunckel@rmu.edu
412-397-5204                  412-397-5228

Office located in the Admissions Suite in Nicholson (next to Romo’s)
Accelerated 4+1 Offerings

The Accelerated 4+1 Program is available to qualified, on-ground bachelor’s degree seeking students.

BS Applied Mathematics with a Financial Mathematics concentration (BSAMFMC)/MBA

BSBA/MBA

BSBA/Taxation

BS Engineering/MS Engineering Management

BS Engineering/MBA

Any Bachelor’s/MS Cyber Security and Information Assurance

Any Bachelor’s/MS Cyber Security and Information Assurance/Professional Enterprise Systems

Any Bachelor’s/MS Data Analytics

Any Bachelor’s/MS Data Analytics/Professional Enterprise Systems

Any Bachelor’s/MS Healthcare Analytics

Any Bachelor’s/MS Internet Information Systems

Any Bachelor’s/MS Internet Information Systems/Professional Enterprise Systems

Any Bachelor’s/MS Information Systems Management

Any Bachelor’s/MS Information Technology Project Management

Any Bachelor’s/MS Organizational Leadership

Any Bachelor’s/MS Web and Mobile Information Systems

Any Bachelor’s/MS Cyber Investigation & Intelligence
Admission Criteria

**BSAMFMC/MBA**
- Accelerated 4+1 Programs Application
- Completion of 90 credits at the undergraduate level which include the following courses:
  - ACCT2030 Introduction to Financial Accounting
  - FINA3000 Principles of Finance
  - FINA3200 Corporate Finance
  - ASCI2110 Fundamentals of Actuarial Science
  - ASCI3100 Theory of Interest
  - ASCI3150 Financial Mathematics
  - ASCI4200 Statistical Modeling I
  - ECON1020 Principles of Macroeconomics
  - ECON1030 Principles of Microeconomics
  - MATH2070 Calculus with Analytic Geometry I
  - MATH2170 Calculus with Analytic Geometry II
  - STAT3140 Probability/Math Statistics I
  - STAT3150 Probability/Math Statistics II
  - INFS1020 Introduction to Decision Support Systems
  - COSK2230 Business and Professional Communications
- Minimum overall GPA 3.25
- A 3.00 minimum GPA in the above mentioned courses
- A 3.00 minimum GPA in the courses: MATH2070, MATH2170, ASCI3100, ASCI3150, ASCI4200, STAT3140, STAT3150
- Minimum 15 total credits earned at RMU
- 1 page essay describing your interest in earning the degree
- Resume

**BSBA/MBA**
- Accelerated 4+1 Programs Application
- Applications must be completed in spring semester of junior year or when applicant has earned 90 credits
- 3.0 GPA (GMAT is required if GPA is below 3.0)
- 1 page essay describing your interest in earning the degree
- Resume

**BSBA/Taxation**
- Accelerated 4+1 Programs Application
- 3.0 GPA (GMAT is required if GPA is below 3.0)
- 88-109 earned credits
- 1 page essay describing your interest in earning the degree
- Resume
- It is strongly recommended that students complete Federal Taxes II before starting the program
**BS Engineering/Engineering Management**
- Accelerated 4+1 Programs Application
- 2.8 overall GPA and 3.0 GPA in RMU engineering courses
- 81-96 earned credits
- Personal statement of interest
- 2 letters of recommendation
- Resume

**BS Engineering/MBA**
- Accelerated 4+1 Programs Application
- Completion of 90 credits at the undergraduate level with include the following courses:
  - ECON1010 Survey of Economics
  - ACCT1020 Fundamentals of Accounting or ACCT2030 Introduction to Financial Accounting
  - C SCM1030 Public Speaking and Persuasion
  - MARK2000 Principles of Marketing
  - MGMG2000 Management Theory and Practice
  - MATH2070 Calculus with Analytic Geometry I
  - ENGR2080 Engineering Statistics or STAT2110 Statistics
  - COSK2040 Professional Communications in Workplace
- 3.25 overall GPA
- 1 page essay describing your interest in earning the degree
- Resume

**Any Bachelor's/Cyber Security and Information Assurance**
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

**Any Bachelor's/Data Analytics**
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

**Any Bachelor’s/Healthcare Analytics**
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

**Any Bachelor’s/Internet Information Systems**
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume
Any Bachelor’s/Information Systems Management
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

Any Bachelor’s/Information Technology Project Management
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

Any Bachelor’s/Organizational Leadership
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA
- 87-108 earned credits
- 750-1000 word essay detailing academic and professional goals
- Resume

Any Bachelor’s/Web and Mobile Information Systems
- Accelerated 4+1 Programs Application
- 2.8 overall GPA, 3.0 major GPA, 3.0 for computing courses
- 87-108 earned credits
- Resume

Any Bachelor’s/Cyber Investigation & Intelligence
- Accelerated 4+1 Programs Application
- Applications must be completed in spring semester of junior year or when applicant has earned 90 credits.
- 3.0 overall GPA
- 1 page essay describing your interest in earning the degree
- 2 letters of recommendation
- Resume
- PA Criminal History Background Check
  - [https://epatch.state.pa.us/Home.jsp](https://epatch.state.pa.us/Home.jsp)
International Students, Student-Athletes and Veterans

Prior to making an application to the Accelerated 4+1 Program please contact the following staff members regarding your eligibility:

**International Students**

Kaitlyn Wautheir

Office Phone: 412-397-5942

Email: wauthier@rmu.edu

On-campus location: Colonial Village #2

**Student-Athletes**

Nicole Law

Office Phone: 412-397-6815

Email: law@rmu.edu

On-campus location: Center for Student Success

**Veterans**

David Ausman

Office Phone: 412-397-5424

Email: ausman@rmu.edu

On-campus location: Jefferson Center 105
# Program Directors

If you have academic/course/scheduling related questions about the Accelerated 4+1 Program please arrange an appointment with the appropriate program director.

<table>
<thead>
<tr>
<th>MBA</th>
<th>CIS Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Jodi Potter</td>
<td>Dr. Diane Igoche</td>
</tr>
<tr>
<td><a href="mailto:potterj@rmu.edu">potterj@rmu.edu</a></td>
<td><a href="mailto:igoche@rmu.edu">igoche@rmu.edu</a></td>
</tr>
<tr>
<td>412-397-6387</td>
<td>412-397-3536</td>
</tr>
<tr>
<td><strong>Taxation</strong></td>
<td><strong>Organizational Leadership</strong></td>
</tr>
<tr>
<td>Dr. Steven Hodaszy</td>
<td>Dr. Petros Malakyan</td>
</tr>
<tr>
<td><a href="mailto:hadaszy@rmu.edu">hadaszy@rmu.edu</a></td>
<td><a href="mailto:malakyan@rmu.edu">malakyan@rmu.edu</a></td>
</tr>
<tr>
<td>412-397-5929</td>
<td>412-397-6302</td>
</tr>
<tr>
<td><strong>Engineering</strong></td>
<td><strong>MS Cyber Investigation &amp; Intelligence</strong></td>
</tr>
<tr>
<td>Dr. Won Joo</td>
<td>Dr. Frank Hartle</td>
</tr>
<tr>
<td><a href="mailto:joo@rmu.edu">joo@rmu.edu</a></td>
<td><a href="mailto:hartle@rmu.edu">hartle@rmu.edu</a></td>
</tr>
<tr>
<td>412-397-4026</td>
<td>412-397-6042</td>
</tr>
</tbody>
</table>
Application Process

To be considered for admission into the Accelerated 4+1 Program please follow the admission procedure below. Note: Applicants must submit a completed accelerated 4+1 application packet. Partially completed packets will not be accepted.

1. Application
   a. You can obtain an application packet by visiting the Office of Graduate Admissions (Nicholson Center, next to Romo's).
   b. Be cognizant of the minimum credit requirement of the program you’re interested in, applications will not be accepted if you don’t meet the minimum credit requirement.

2. Letters of Recommendation
   a. The MS in Engineering Management Program requires 2 professional letters of recommendation
   b. One letter of recommendation must come from a faculty member
   c. Letter of Recommendation forms are required and can be found in the application packet
   d. Letters of Recommendation must be submitted in a sealed and signed envelope.

3. Resume
   a. A current resume is required for all programs

4. Personal Statements and Essays
   a. The MS Engineering Management program requires that applicants submit a 3-5 paragraph personal statement describing interest in the program and professional/education goals
   b. The MS Organizational Leadership program requires that applicants submit a 750-1000 word essay describing interest in the program and detailing academic and professional goals
   c. The MBA and MS Taxation programs require applicants to submit a 1 page essay describing interest in the earning the degree
   d. The MS Cyber Investigation and Intelligence program requires applicants to submit a 1 page essay describing interest in earning the degree
Accelerated 4+1 Contract

Once your completed application is received, it will be sent to the program director for review. A decision is typically rendered within 7-14 days. You will be notified via email of your decision.

If you’re admitted into the program, you’ll be asked to sign the Accelerated 4+1 Student Contract. This can be done by making an appointment with Sam (A-G) or Jessica (H-Z).

It is important to thoroughly review and understand the contract prior to signing and submitting.
Robert Morris University
Accelerated 4+1 Bachelor’s/Master’s Program
Student Enrollment Agreement (SAMPLE)

The following terms must be understood and agreed upon by each student who wishes to enter the Accelerated 4+1 Bachelor’s/Master’s program. Please read each statement below carefully and then sign on the bottom of the form to indicate your understanding and agreement with each statement.

1. **I understand that I will forgo earning my bachelor’s degree until I have met all of the necessary academic requirements to receive my accelerated 4+1 degree. No interim bachelor degree will be awarded and I will not be able to participate in a commencement exercise until my accelerated 4+1 program requirements have been met.**

2. **I understand that I will be charged the blended flat rate of tuition for the very next term that I enroll in classes regardless of the term I applied for as my desired entry term for the accelerated 4+1 program.** Entering the accelerated 4+1 program means that I will forfeit my ability to pay for courses on a per credit basis (unless taking under 12 credits in a semester at which point I will pay a per credit rate that is a hybrid of the current per credit rate of graduate and undergraduate tuition).

3. **If I elect to leave the accelerated 4+1 program at any time after I am placed into it, I will return to my original undergraduate check sheet.** I will receive credit toward my undergraduate requirements for graduate work completed when applicable. If I elect to make this change, I understand that I will then be placed on the University’s traditional flat rate of tuition. If my bachelor’s degree requirements are met once I leave the accelerated 4+1 program, my bachelor’s degree will be conferred at the end of the term during which I changed majors. The degree will not be back dated.

4. **I understand that credits earned in one degree will not be applied towards the second degree with related content.** In this case, advanced placement will be applied, and a course substitution will be approved by the department head.

5. **I understand that I will continue to be eligible to receive institutional aid for a total of 10 semesters once accepted into the accelerated 4+1 program.** Students must maintain full-time status, which is a minimum of 12 credits each fall and spring semester, in order to continue to receive institutional aid. The 12 credits may be a combination of graduate and undergraduate work. **Athletic scholarships are determined annually by individual coaches following NCAA regulations. If you are a student-athlete you should have already discussed your interest in the accelerated 4+1 program with Nicole Law.**

6. **I understand that to earn my accelerated 4+1 bachelor’s and master’s degrees, I must meet the enrollment and graduation standards of the accelerated 4+1 degree program at the undergraduate level, as well as meet the college’s graduation requirements to receive an undergraduate and graduate degree.**

7. **I understand that I will complete the requirements for the approved master’s degree only.** Once my accelerated 4+1 degree is complete, I can apply through Office of Graduate Admissions to earn a second master’s degree according to the Change of Graduate Degree Program Policy and Graduate Second Master’s Degree Policy.
Financial Aid

Students will continue to be eligible to receive institutional aid for a total of 10 semesters once accepted into the accelerated 4+1 program. Students must maintain full-time status, which is a minimum of 12 credits each fall and spring semester, in order to continue to receive institutional aid. The 12 credits may be a combination of graduate and undergraduate work. **Athletic scholarships are determined annually by individual coaches following NCAA regulations. If you are a student-athlete you should have already discussed your interest in the accelerated 4+1 program with Nicole Law.**

If you have additional questions about Financial Aid please contact your counselor based on last name initial:

**Last Names starting with A-G:**

Chris Schmidt

schmidt@rmu.edu

412-397-6256

**Last Names starting with H-O:**

Tara Verrico

verrico@rmu.edu

412-397-6259

**Last Names starting with P-Z:**

Demet Kuzlak

kuzlak@rmu.edu

412-397-6258