

## **INDIVIDUALIZED FIELD OF CONCENTRATION APPLICATION**

Students with very specific interests that may not fall within the structured Fields of Concentration offered by the School of Business are welcome to submit proposals outlining the rationale for pursuing a unique field. This option should be considered no later than the end of your first semester junior year, since the review process could take between 8-10 weeks.

### **PROCESS:**

- Make sure that you are currently maintaining a **MINIMUM** of a **2.8** Overall GPA
- Discuss your interest in pursuing this avenue with your Advisor to make sure that this route is a feasible one for you and receive an overview about the process
- Closely review the additional steps that are clearly outlined in this application
- **NOTE:** It is important that you outline your rationale and coursework before meeting with the **full-time** professor(s) of your choice
- Once all the steps that are outlined in the application have been completed obtain signature(s) from your full-time professor(s)

Submit **ONE (1)** copy of the application and supporting paperwork to The GWSB Advising Center, Duquès Hall, Suite #456.

THE GEORGE  
 WASHINGTON  
 UNIVERSITY  
 WASHINGTON DC

INDIVIDUALIZED FIELD OF CONCENTRATION Application Form

Section 1	Last Name	<input type="text"/>	First Name	<input type="text"/>
	GWID	<input type="text"/>	E-mail	<input type="text"/>
	Home Phone	<input type="text"/>	Work Phone	<input type="text"/>
	Academic Advisor	<input type="text"/>	Date Submitted	<input type="text"/>
Section 2	Local Address			
	City, State and Zip			
	Proposed Field			
Section 3	Rationale for field must be attached. Include the following:			
	1. Reason for pursuing the field.			
	2. Background research of the field, including similar programs at other institutions.			
	3. Specific plans for how you will use the field after graduation.			
	Analytical Tools Elective			
	Dept.	Course #	Title	Professor
	1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Field Tools Elective			
	Dept.	Course #	Title	Professor
	1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
Four Field Courses				
Dept.	Course #	Title	Professor	
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Field-Related Elective				
Dept.	Course #	Title	Professor	
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Section 4	Rationale for using the above courses for this field must be attached. Include the following:			
	1. Course descriptions for each class. 2. Justification for including each course. 3. Explanation for how each course relates to your career objectives.			
Section 5	Sponsoring Faculty Member(s)			
	Name	Signature	Date	
	1.	<input type="text"/>	<input type="text"/>	
2.	<input type="text"/>	<input type="text"/>		

FOR OFFICE USE ONLY	
Date Received Suite 456	<input type="text"/>
Date Received UP	<input type="text"/>
Date Sent to Fac. Com.	<input type="text"/>

# INDIVIDUALIZED FIELD OF CONCENTRATION

## Important Things To Know When Pursuing An Individualized Field of Concentration

### 1. **STUDENT MUST HAVE A MINIMUM OVERALL GPA OF 2.8 TO PURSUE AN INDIVIDUALIZED FIELD OF CONCENTRATION.**

2. If you are interested in pursuing an Individualized Field of Study, you **MUST** meet with your academic advisor to discuss this option.
3. Each section on the reverse side of this form must be **THOROUGHLY** completed before it can be submitted to your academic advisor.
4. It is your responsibility to develop a proposal that demonstrates **RIGOR** and enough depth in an area to permit you to find employment after graduation. Talk to individuals employed in your field to get an understanding of their educational background and experience.
5. You must choose a full-time faculty member who has sufficient **EXPERTISE** in the area of your individualized field as your faculty sponsor. You may have more than one faculty advisor if you are considering an interdisciplinary field.
6. An Individualized Field Proposal must be submitted **NO LATER** than the beginning of the second semester junior year.
7. The proposed field will not be approved if it includes **THREE** or more courses that can be found within one of the standard fields of concentrations.
8. The Associate **DEAN** for Undergraduate Programs acting with the advice of the faculty reviews and approves proposals.
9. Approval is **NOT** guaranteed.
10. A **DUAL** field of concentration is highly recommended when pursuing an Individualized Field of Study. Speak to your academic advisor regarding this option.

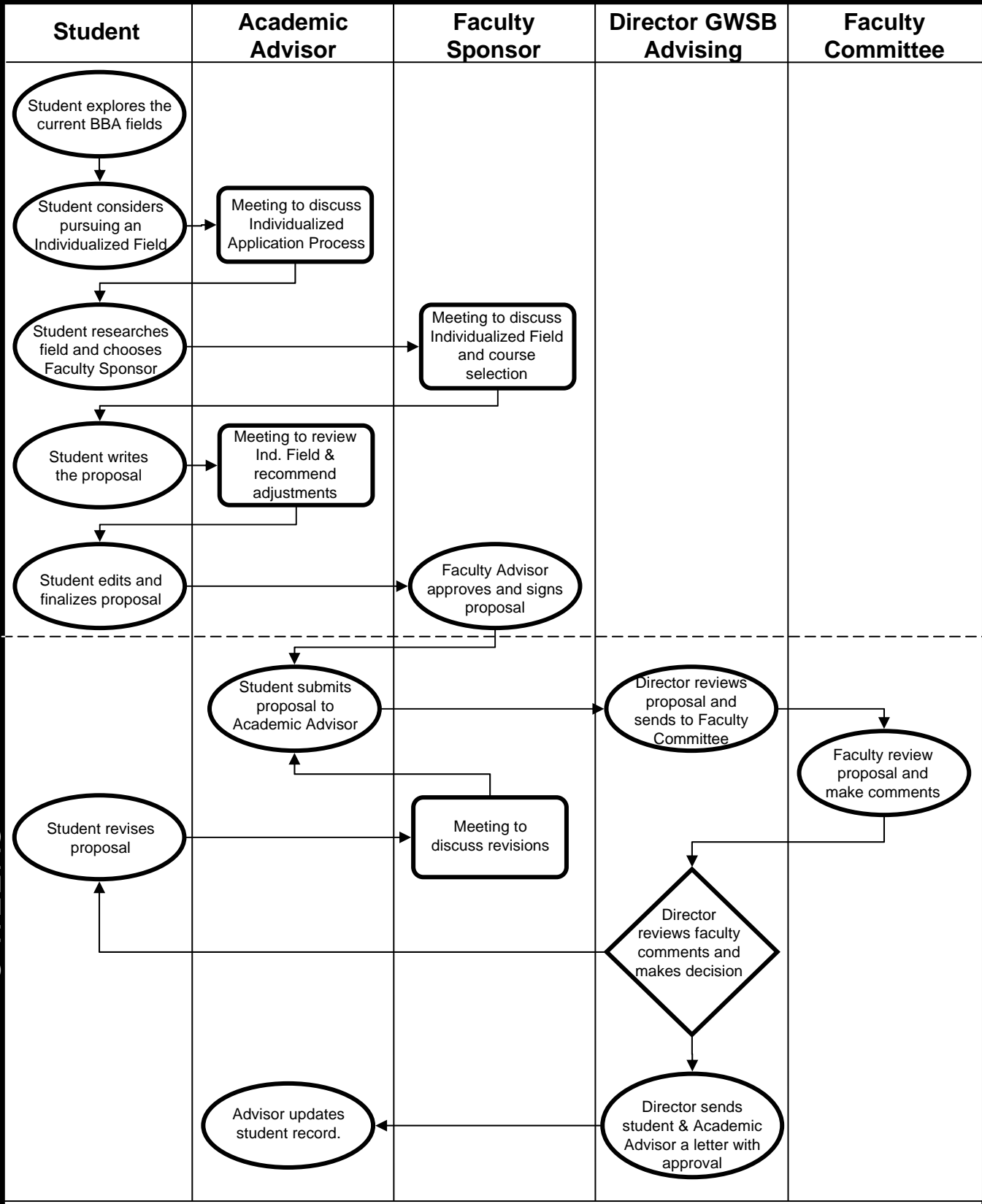
## Keep in mind...

- Small Business Management/Entrepreneurship and Accountancy are **NOT** equivalent to the standard fields in the BBA program. You are required to submit an Individualized Field Proposal for these fields with all sections completed.
- Small Business Management/Entrepreneurship and Accountancy Individualized Field Proposal will **NOT AUTOMATICALLY** be approved even if the field courses are chosen from those included on a recommended list from your faculty advisor.
- You are not allowed to submit an application for an individualized field in your **SENIOR** year.
- Not all Individualized Field Proposals are approved. Therefore, you **CANNOT** begin taking your field courses until your application is approved, unless those courses fit somewhere else in your program.
- The application process takes about **8-12 WEEKS**.
- If an Individualized Field is approved, it is the student's responsibility to successfully complete the courses outlined in the proposal. Course **SUBSTITUTIONS** can only be made with the written consent of the Associate Dean of Undergraduate Programs.

# INDIVIDUALIZED FIELD APPLICATION PROCESS

4 WEEKS

8 WEEKS



KEY



Meeting



Activity



Decision