

MBA/IMBA Cohort Elective & Concentration FAQ's

When do I start taking electives?

MBA students will take their first business elective during their third quarter. **IMBA** students take their elective either in the second or last quarter, depending on the start date. However, IMBA students do have flexibility as to when they take their elective, depending on course scheduling. Please see the graduate advising grids on the Daniels e-Net, under "Graduate Students," and then "Graduate Advising Grids" for more information.

How many electives am I required to take?

MBA students are required to take 24 credits in 4000-level business electives. Students may choose to complete a concentration with their elective credit. The concentration is a minimum of 16 credits, and the additional 8 credits may be business electives or additional concentration courses. **IMBA** students are required to take 4 credits in 4000-level business elective, and the concentration is optional. Please see the graduate degree plans on the Daniels e-Net, under "Graduate Students," and then "Degree Plans" for more information.

What qualifies as an elective?

Any 4 credit, 4000-level Daniels course, other than those included in the business core, is considered an elective. This includes courses in ACTG, EVM, FIN, ITEC, LGST, MGMT, MKTG, and RECM. Please note that you are responsible for having met any course prerequisites prior to taking the elective.

Can I take an elective outside of Daniels?

Students may apply an approved graduate level course (4000-level) offered by any school or department within DU, except University College programs, as general elective credit. Students are encouraged to choose those courses which will benefit them professionally. Individual academic departments may have restrictions on the use of elective credits toward degree requirements. For questions about elective credits outside of Daniels please contact a graduate academic advisor (gradbus-advise@du.edu).

When are electives offered?

Electives are offered each quarter; however, the summer quarter offerings are more limited. Some electives will be offered during the MBA and IMBA cohort times; yet most will be offered during the evenings. You may view the course schedule on webCentral: <http://webcentral.du.edu>.

How do I register for an elective?

Please follow the instructions below:

- Go to <http://webcentral.du.edu>
- Login using your nine-digit student ID number and Passcode
- Click on the MyWeb tab

- Access the Student and Financial Aid menu
- Click on “Registration”
- Click on “Look-Up Classes To Add”
- Select the appropriate quarter
- Search for your classes by category (ex. BUS 4610 is listed under “Business Core,” ACTG 4610 is listed under “Accounting,” etc.)
- You may also want to select “Graduate” under Course Level, you will then get a list of graduate level courses
- Select “Class Search”
- Once you have chosen your classes, click on the box next to the course
- Select “Register” at the bottom of the page
- You will then see a confirmation page that lists the courses for which you are registered

If you want to view your class schedule, you can choose either “Student Schedule by Day & Time” or “Student Detail” schedule listed under the “Registration Tab.” Make sure that you verify you are registered for the correct classes.

What concentrations does Daniels offer?

Daniels offers many different pre-established concentrations, as well as a customized concentration option. A complete listing of concentrations can be found on the Daniels e-Net, under “Graduate Students,” and then “Degree Plans.”

Who should I talk to about concentrations?

Each department has several designated faculty advisors for MBA/IMBA concentrations. You may access this list on the Daniels e-Net, under “Graduate Students,” then “Graduate Faculty Advisors.”

How do I declare a concentration?

Students who would like to change a concentration or add a concentration should submit an email request to a graduate academic advisor: gradbus-advise@du.edu. Please include your full name, student ID number, and the change you are requesting.

*Please contact us at gradbus-advise@du.edu if your questions are not covered within this document, or if you would like to meet with an advisor.