

# Internal Transfer Requirements and Policies

## General Information

The Pamplin College of Business offers a B.S. in Business with majors in the following areas:

**Accounting & Information Systems (ACIS)**  
**Business Information Technology (BIT)**  
**Finance (FIN)**

**Hospitality & Tourism Management (HTM)**  
**Management (MGT)**  
**Marketing Management (MKTG)**

ACIS, BIT, FIN, HTM, MGT, and MKTG are restricted majors that accept internal transfer students during a two-week online application process and competitive review. Virginia Tech students who have transferred from a major outside Pamplin into ECON or HTM must go through the application process again if they later want to add/change into ACIS, BIT, FIN, MGT, or MKTG.

Students who apply to transfer into the College of Business must indicate a major and concentration/option (if applicable). For assistance in selecting majors, students should (1) schedule a meeting with an advisor in Career and Professional Development, (2) consider enrolling in MGT 1004: Introduction to Business taught in the spring semester, and/or (3) attend the Business Horizons Career Fair held annually in September and January. Pamplin Undergraduate Programs also offers “Non-Major Information Sessions” during the fall and spring semesters to answer students’ questions regarding the application process. After attending a “Non-Major Information Session”, students are assigned a Pamplin advisor to assist with additional application questions and planning.

Applications for admission to Pamplin are reviewed three times per year: August, January and May. The online application is available only during the specified times through [HokieSpa](http://www.hokiespa.com) (primary major change) and through <http://www.apps.pamplin.vt.edu/com/> (secondary major change).

## Requirements for Current Virginia Tech Students Applying to Restricted Majors (ACIS, BIT, FIN, HTM, MGT, MKTG) in the Pamplin College of Business:

In order to apply to the Pamplin College of Business, students must meet the following criteria:

1. Successful completion of MATH 1525-1526 (or equivalents<sup>1</sup>), ACIS 1504, and ECON 2005. For the HTM major, students do not need to have ACIS 1504 completed at the time of application.
2. A minimum in-major GPA of 2.5 in MATH 1525-1526 (or equivalents<sup>1</sup>), and all ACIS, ECON, and BIT required/lower division courses attempted; acceptance is based upon competitive GPA<sup>2</sup> and space availability.
3. A minimum overall GPA of 2.0; acceptance is based upon competitive GPA<sup>3</sup> and space availability.

## Enrollment Information Regarding Courses Required for Application to the College of Business

1. ACIS 1504 is only available to non-majors during the spring semester, and winter and summer terms, if offered.
2. ECON courses do not have a force add option.
3. ACIS 2115-2116 and BIT 2405-2406 are restricted and only available to non-majors through the force add process, if space allows. Visit the departmental website to request a force-add; a request does not guarantee a seat in the course.

<sup>1</sup> Equivalent MATH classes include 1225 + 1226 + 1114/2114, or 1025 + 1526, or 1225 + 1526, or 1525 + 1226 + 1114/2114, or 1025 + 1226 + 1114/2114.

<sup>2</sup> The mean in-major GPA for students accepted into ACIS, BIT, FIN, MGT, and MKTG is typically 3.38. For students accepted into HTM, the mean in-major GPA is typically 2.97.

<sup>3</sup> The mean overall GPA for students accepted into ACIS, BIT, FIN, MGT and MKTG is typically 3.42. For students accepted into HTM, the mean overall GPA is typically 3.10.