

## Switching Between Full-time and Part-time MBA Program

Published on Masters Programs Office (<https://networth.rhsmith.umd.edu>)

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### **Full-time to Part-time Status:**

A student admitted to the Full-time MBA program may drop to a Part-time course load (fewer than 9 credits) after completion of the core curriculum, but will still be required to complete their degree within 5 years of their original admission. Such students will still be required to complete all degree requirements in effect at the time of their original admission. International students on an F-1 or J-1 visa must maintain a Full-time course load, and must consult with the Office of International Education Services before making changes to their student status.

### **Part-time to Full-time Status:**

If a student admitted to a Part-time MBA program wishes to take on a Full-time course load (more than 9 credits), they will need to send a written request to their [campus advisor](#) with a list of desired courses and verification that they are employed less than 20 hours per week. Such students are eligible to do so after completion of the core curriculum but will remain admitted to the Part-time program. These students will be required to complete all degree requirements in effect in the semester of their original admission. All policies related to the students' original admission (ex. registration eligibility, tuition/fees, graduation requirements, degree completion date) remain in effect.

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