Spring 2024 Registration  
FT MBA Class of 2025

**IMPORTANT DATES**

- Spring course offerings are now available in EagleApps Course Information & Schedule. The Planning and Registration module is also available to begin drafting your spring schedule.

- Registration for the Spring 2024 semester will open **Wednesday, November 8 at 12:30 PM** and will be available through the add/drop deadline. Please view your assigned appointment time in the blue context header in the EagleApps Planning & Registration module which will become visible in early November.

- Academic advisors will be holding drop-in academic advising sessions prior to registration day. Please see below for the dates and Zoom link.

- Important Dates for Spring 2024. These dates are also updated the First Year Guide ([www.bc.edu/mba2025](http://www.bc.edu/mba2025))
  - Term 1 Begins: Tuesday, January 16
  - Add/Drop Deadline: Wednesday, January 24
  - Withdrawal Deadline: Thursday, February 22
  - Term 1 Ends: Friday, March 1

  - Spring Break: March 4 - 8

  - Term 2 Begins: Monday, March 11
  - Add/Drop Deadline: Tuesday, March 19
  - Withdrawal Deadline: Tuesday, April 16
  - Term 2 Ends: Friday, May 3

**IMPORTANT POLICIES & PROCEDURES**

- **EagleApps**: Spring 2024 registration will take place in the EagleApps Registration & Planning tab. Students must be logged into the VPN in order to use EagleApps from off-campus. Instructions can be found on the [ITS Support website](https://its.bostoncollege.edu). If you need further assistance, please contact the [ITS Help Desk](https://its.bostoncollege.edu).

- **EagleApps Resources**: Resources for using EagleApps can be found on the [EagleApps Student Resources website](https://its.bostoncollege.edu). A brief guide for using EagleApps Course Information & Schedule and EagleApps Planning & Registration is linked [here](https://its.bostoncollege.edu).

- **Graduation Term**: Please check your graduation term in [Agora](https://agora.bostoncollege.edu) under the “Courses and Grades” link to be sure that it is accurate for when you plan to complete your program. Registration appointments are generated based on expected graduation term so please take the time now to check that your graduation term is accurate. If your listed graduation term is not when you plan
to graduate, please email gsomstsv@bc.edu with your Eagle ID number and updated graduation term by Friday, October 20.

- **Account Holds:** Please be sure that there are no active holds on your account at the time of registration. If you have a Student Account, Immunization or any other administrative hold, you will not be able to register. The Graduate Programs office is not able to override holds. Financial Services Information can be found here (for financial holds) and University Health Services information can be found here (for immunization holds).

**IMPORTANT ACADEMIC PLANNING INFORMATION & RESOURCES**

- **Curriculum Requirements:** First year full-time MBA students typically take 4 electives in addition to the 3 core courses in the Spring semester. For your remaining core courses, you are required to register for the section you were assigned to in the fall. Section assignments are found in the First Year Guide. Seats in your required core course sections have been reserved for you and seats in the 2-credit half-semester electives have been restricted to full-time MBA students. The general curriculum requirements are available here:
  - Full-time MBA curriculum

- **Degree Audit:** Please refer to your individual course worksheet for more detailed information about curriculum requirements. If you need a new copy of your personalized worksheet, please submit the Degree Audit Request Form. In order to receive your degree audit prior to the start of Spring registration, please submit your request by Friday, November 3.

- **Course Information:** View course descriptions, prerequisites, and schedules in EagleApps Course Information and Schedule, linked in the Agora Portal. Those who do not have access to the VPN can view the schedule in the public view, linked here.

- **Prerequisites:** Do not register for a course(s) for which you do not have the listed prerequisite(s) found in the course description. If you register for a course without having completed the prerequisite(s), you will be dropped automatically.

- **Electives:** Students in the MBA program may take any 6000 or 8000 level courses offered in the Carroll School to fulfill elective requirements **7000 level courses are core courses and will not be counted towards the degree as electives**. Please see the following list of 2-credit half-semester elective options available to you in Spring 2024. First Year Full-Time MBA Courses - Spring 2024

- **Course Overload:** Full-time students are able to register for a maximum of **15 credits (5 classes)**. Students who wish to enroll in more than 15 credits will need to submit a request to overload via email to gsomstsv@bc.edu. The Graduate Student Services team is only able to approve overload requests for courses with seats available. If a class is closed, we will not be able to approve your request.
  - Subject your email “Overload Request”
- Include your name, Eagle ID #, the course number, the section number, and the course name

**Waitlists:** The waitlist forms will OPEN at 12:00 NOON on registration day (**Wednesday, November 8**) and will CLOSE at 12:00 NOON two weeks after registration on **Wednesday, November 22**. Once the waitlist forms close, we will work with academic departments to accommodate as many students in their first-choice courses as possible. Please note that being on a waitlist for a course does not guarantee that you will get a seat in the course.

- We encourage you to plan your courses and have alternates in mind. However, if you would like to be placed on the waitlist for a closed course, please fill out a waitlist form below.
  - Accounting Waitlist Form
  - Business Analytics Waitlist Form
  - Business Communications Waitlist Form
  - Business Law Waitlist Form
  - Finance Waitlist Form
  - Information Systems Waitlist Form
  - Management & Organization Waitlist Form
  - Marketing Waitlist Form

**Advising:** Please contact the Graduate Student Services team at gsmstsv@bc.edu with any general questions that you may have. We cannot guarantee a prompt response to any registration-related emails that are sent to personal staff emails or other BC email accounts.

- We will be hosting virtual drop-in academic advising hours to help with any brief questions that may not require an advising meeting.
  - The Zoom link is: [https://bccte.zoom.us/my/gsomstsv](https://bccte.zoom.us/my/gsomstsv)
  - The dates are as follows:
    - Thursday, November 2. 4:00 PM - 5:00 PM
    - Friday, November 3. 12:00 PM - 1:00 PM
    - Monday, November 6. 12:00 PM - 1:00 PM

- Advisors are also available to assist you with questions about the curriculum, academic policies and procedures, adjustments and personal challenges, and available resources and services. Advisors are assigned to MBA students by student last name:
  - MBA students with LAST NAME A - Le
  - Meghan Mogan (Assistant Dean, Student Services & Academic Advising)
  - Schedule an appointment [HERE](#)

  - MBA students with LAST NAME Li - Z
  - Lauren Shea (Assistant Director, Student Services & Academic Advising)
  - Schedule an appointment [HERE](#)
If you have issues accessing the appointment scheduler in Navigate, please email your advisor directly to set up an appointment.