

Carnegie Mellon University

Tepper School of Business

Instructions for Graduate Students Requesting Tepper MBA Courses

- Go to <https://mytepper.tepper.cmu.edu> and login using your Andrew credentials if needed.
- Click Menu in the upper right hand corner of the page.
- Click Register under the Masters PHD Programs column.
- Use your Andrew credentials to get into the MBA Course Request system
- Read the Policy Statement and click: "I AGREE"
- Follow the remaining instructions and select from the Tepper MBA electives that are available.
- Request the course(s) you are interested in and click the Submit Requests button.
- Both your academic advisor and the Tepper School teaching faculty must approve your course request(s). You then will forward the faculty approval to tpr-mbacourses@andrew.cmu.edu.

Important

Make sure you have enough units on SIO to accommodate Tepper MBA courses (mini courses are 6 units)

Make sure you do not have a schedule conflict with the Tepper MBA course you are requesting.