MASTER OF BUSINESS ADMINISTRATION (MBA)

College of Business

The H.L. McLaughlin Master of Business Administration (MBA) Program empowers students to lead lives of courage, wisdom, justice, and service by weaving together academic theory and industry knowledge to effectively advance systems, solve business problems, and implement strategies in today's business environment.

The MBA program provides students with the essential knowledge needed to excel in the professional world.#For students without a background in business, the MBA business essentials courses will cultivate students' general business knowledge and prepare them for success in the MBA Curriculum.#In the MBA core, students will develop communication and persuasive skills and will become fluent in the financial, managerial, and analytical aspects of the business environment. The core culminates in a project-based capstone experience. The remaining courses consist of elective offerings that will be flexible and adaptable to industry and student needs.

Graduate Course Requirements for the Master of Business Administration Degree

Standard Program

Code	Title	Credits
BUS-502	Business Foundations	3
BUS-503	Financial Foundations	3
BUS-504	Powerful Presentations	1
BUS-800	Graduate Business Assessment	0
MBA-601	Quantitative Methods	3
MBA-622	Analyzing Behavior for Organizational Effectiveness	3
MBA-627	Economic Environment of Business	3
MBA-675	Financial Management	3
MBA-680	Marketing Management	3
MBA-810	MBA Capstone	3
Select 12 credits of elective courses		12
Total Credits		**37**

Advanced Standing Program

Code	Title	Credits
BUS-504	Powerful Presentations	1
BUS-800	Graduate Business Assessment	0
MBA-601	Quantitative Methods	3
MBA-616	Business Ethics and Corporate Social Responsibility	3
MBA-622	Analyzing Behavior for Organizational Effectiveness	3
MBA-627	Economic Environment of Business	3
MBA-675	Financial Management	3
MBA-680	Marketing Management	3
MBA-810	MBA Capstone	3
Select 12 credits of elective courses		12
Total Credits		**34**

Admission Requirements

Individuals with an undergraduate degree from an accredited institution in any field may apply for admission to the MBA program. All applications must meet the following requirements:

- Official transcripts from each undergraduate and graduate school attended
- Overall undergraduate GPA of 2.75 or higher[1]
- Resume

[1] Students with an undergraduate GPA below 2.75 may be required to submit additional information for full admission.

The MBA program offers two options for students seeking an MBA: a Standard Program and an Advanced Standing Program. The Standard MBA Program calls for students to complete six credits of business foundations coursework designed to help students develop the skills needed to succeed in the program. The Advanced Standing Program offers an accelerated curriculum option available to students who are either:

1. qualified graduates of a baccalaureate business program from an accredited college or university; or
2. applicants with demonstrated work experience of five or more years related to a business discipline.

The MBA Program Director will determine which option an admitted student completes.

Admissions Appeal Procedure

Applicants for admission to the MBA program have a right to appeal decisions related to admissions according to the following procedure:

1. Applicants must file a written appeal of any decision of the MBA Director within two weeks of having received written notification of an admissions decision. The appeal must include the reasons for challenging the MBA Director's decision.
2. The MBA Director will convene the College of Business Graduate Appeals Committee.
3. The decision of the Graduate Appeals Committee will be made within two weeks after receipt of the appeal.
4. The applicant will be informed in writing of the Graduate Appeals Committee's decision on the appeal within two weeks of the decision.
5. The student has a right to appeal the Graduate Appeals Committee's decision to the Dean of the College of Business within two weeks of receipt of the decision. The Dean will respond to this appeal within two weeks of submission.

MBA Program Grading Policy

Each course instructor is responsible for establishing and notifying students of the guidelines required to complete course work. The College of Business has set the following criteria of letter grading for business graduate programs: A+, A, A-, B+, B, B-, C+, C, and F. Other grading assignments (P/NP, I, W, and IP) and policies (auditing, quality-points, "Resident Credit," withdrawal from the University, policy on academic

dishonesty, statement on satisfactory progress, retaking a course/second grade option), are outlined in this *Catalog* and the *Student Handbook*.

Grade Appeal Process

Students are encouraged to work with faculty about complaints on grading. Any issue with an MBA course which cannot be resolved can be referred to the MBA Program Director by either the faculty or student. See the *Student Handbook* regarding grade appeal policies.

Academic Standing

MBA students are required to maintain a 3.0 (B) grade point average or above. At any point in the process of completing the MBA program where a student falls below a 3.0 grade point average, they are placed on academic probation. Students must remove themselves from academic probation within the next two 8-week sessions. If this does not occur, then academic dismissal will result. Only two (2) C grades are permitted in the MBA program. A third C grade or a single F grade results in academic dismissal from the program.

Any student dismissed from the MBA program due to academic deficiency can reapply after a minimum of two 8-week session has elapsed. At this time, the student must fill out a reapplication form with a statement documenting reasons for why the student thinks they are able to continue and successfully progress through the program. The program director will review such documentation and make the decision as to whether the student will be readmitted. Once readmitted, the student must make up for their academic deficiency in the first session after readmission.

Students who have received their second "C" are allowed to increase their grade point averages by retaking the course in which the "C" was received. Only two attempts per class are allowed.

Dismissal Appeal Procedure

Students who are dismissed from the MBA program due to academic deficiency have a right to appeal dismissal decisions according to the following procedure:

1. Applicants must file a written appeal of any decision of the MBA Director within two weeks of having received written notification of an admissions decision. The appeal must include the reasons for challenging the MBA Director's decision.
2. The MBA Director will convene the College of Business Graduate Appeals Committee.
3. The decision of the Graduate Appeals Committee will be made within two weeks after receipt of the appeal.
4. The applicant will be informed in writing of the Graduate Appeals Committee's decision on the appeal within two weeks of the decision.
5. The student has a right to appeal the Graduate Appeals Committee's decision to the Dean of the College of Business within two weeks of receipt of the decision. The Dean will respond to this appeal within two weeks of submission.

Transfer Credits

Students may transfer up to twelve graduate credits from an accredited college or university provided the credits carry a "B" or better, the courses are determined to be relevant to the MBA program and were completed in the past seven years.