

GRADUATE PROGRAMS IN BUSINESS

Master of Business Administration

The Master of Business Administration Program is a 36-37 credit graduate management curriculum designed to develop and strengthen skills in analysis, decision-making, and implementation. The program balances strengths in the traditional areas of accounting, finance, management, and marketing with careful attention to the development of skills in communication, interpersonal relations, and leadership, which are essential to effective performance in organizations.

Students from a Variety of Backgrounds

In the Master of Business Administration Program, there are no undergraduate prerequisites to graduate-level course work. Working professionals with bachelor's degrees from a wide range of fields find the program well suited for continuing professional development.

Students who possess undergraduate degrees in a non-business field, and who do not have significant business-related work experience, are required to take BA 500 MBA Fundamentals in preparation for MBA coursework. BA 500 is an online, 1 credit course that provides students with foundational knowledge and skills in a range of business education topic areas. Students must achieve a post-test score of 70% or better in each module to successfully complete the course. Students will be required to retake any modules in which they achieve a post-test score lower than 70%. BA 500 must be successfully completed before students can register for additional MBA coursework.

Admission

To be admitted, an applicant must have received a baccalaureate degree from an accredited institution and demonstrate the ability and motivation to pursue graduate-level work. Evidence of such may include, but not be limited to:

- Letters of recommendation
- Previous college or university work
- Resume (Optional)
- Statement of Purpose essay

An application is not considered complete until the following are received:

- An application with the \$50 application fee
- Official transcripts from each college or university attended
- One letter of recommendation
- Immunization Records
- Statement of Purpose essay

Status

An applicant's admission status is one of the following:

Regular: Students whose applications are complete and who are accepted without condition are admitted as regular graduate students.

Conditional: In reviewing a candidate's application, the Graduate Admissions Committee may recommend that a student be accepted on a conditional basis. This status is assigned to those students who are

taking graduate courses, but whose applications are not yet complete. The letter of acceptance will include the conditions that must be met before the student can be reclassified for regular status. No more than 6 credit hours in conditional status may be applied toward the master's degree.

Non-degree: This status is assigned to those students who are taking graduate courses, but who have not yet applied to the Master of Business Administration Program. Admission as a non-degree student does not necessarily mean that the student will be accepted as a regular student when and if an application is made for such status. No more than 6 credit hours in non-degree status may be applied toward the master's degree. Admission to non-degree status requires the submission of official undergraduate transcripts.

Academic Standards

Students must maintain a "B" average (3.0) to continue in a graduate program. A student whose average falls below 3.0, who earns a grade lower than a "C," or who earns more than two grades of "C" or "C+," will be reviewed by the Director of Graduate programs, who may dismiss the student or determine the conditions under which the student may continue in the program. No more than six credits of coursework in the "C" or "C+" range can be applied toward the master's degree. A student who has not attained a grade point average of 3.0 or better at the end of his or her program of study will not graduate.

Students may elect to repeat courses in which they have received a grade of "C" or below, but may not attempt a course more than three times. The newly earned grade will replace the original grade in the calculation of a student's cumulative grade-point average, regardless of whether the new grade earned is higher or lower than the previous grade. The former grade is retained as originally recorded in the student's transcript. Students cannot repeat a course that has been removed from the curriculum unless another course has been designated as an approved alternative for the deleted course. When a student receives a failing grade (X, F, or FW) in a topics course (usually designated by a course number 799) and seeks to repeat the course, the Dean of the college in which the course was offered may authorize a comparable course to be taken as a substitute. The grade in the designated substitute course will replace the failing grade in calculating the cumulative grade-point average. A student required to repeat a course will be charged full tuition for the course.

Transfer Credit

Normally, six credits of appropriate graduate-level coursework, earned within five years of entry into the Husson program, may be transferred from an accredited institution if the grades earned in such coursework are "B" or better. In special circumstances, an individual who has begun a graduate management program at another accredited institution may transfer up to nine credits from the program if those credits have been earned within five years of the date of entry into the Husson program.

International Students

International applicants must submit all application credentials as listed above. If the documents are not in English, they must be translated by a reputable English translation service. Additional requirements are as follows:

- All international transcripts must be evaluated by an evaluation service. Husson University will accept evaluations from all evaluation services that retain membership in the National Association of Credential Evaluation Services (NACES) www.naces.org.

- Non-native English speakers must submit a test of English Proficiency. Husson University will accept one of the following:

1. Test satisfactory on the Test of English as a Foreign Language (TOEFL)

- Test of Written English (TWE) scores of 5 strongly recommended and
- 550 Paper-Based Test Score (CBT) or
- 213 Computer-Based Test Score (CBT),or
- 80 Internet-Based Test Score (IBT).

2. Minimum score of 6.5 or higher on the International English Language Testing System (IELTS)