

# MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

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Our program is fully accredited by the Association to Advance Collegiate Schools of Business (AACSB International) which represents one of the highest standards of achievement for business schools worldwide. We have also achieved membership in the Graduate Management Admission Council (GMAC), an international association of business schools distinguished by their commitment to excellence in graduate management education. The Utoledo Professional MBA program is the only MBA program in Northwest Ohio to offer a flexible completion plan as well as nine areas of concentration. Utoledo MBA is student-centered and provides innovative and relevant learning experiences where students can expand their skills and career opportunities through a unique blend of practical education and hands-on learning. UToledo's MBA is taught by highly experienced and compassionate faculty. The Professional MBA program is designed for individuals who want to take their career to the next level in an academic program that gives them exposure to all areas of the business enterprise while providing an opportunity to focus on a specific area of interest.

Holtom & Inderrieden (2006) noted that an MBA degree provides students the ability to build their management knowledge and technical skills necessary to be successful leaders in today's business world. They also added that an MBA degree prepares students and enhance their chances to begin and advance their careers. Lastly, an MBA degree provides students the credentials they desire, increases career options and provides opportunities for quicker advancement, increased earning power and job security. Furthermore, an MBA provides students with the opportunity to improve themselves personally and develop networks and relationships with long term value. The College of Business and Innovation consistently builds its relationships with area businesses, forming valuable partnerships to help this region serve today's global economy, and consulting with businesses on issues critical to their success. Utoledo's MBA provides students with the opportunities to network and form relationships with area business and program alumni with long-term value. With top-notch professional Academic Advising services and hands-on assistance through the Business Career Programs Office, our students receive the extra resources throughout their graduate experience.

Students in all graduate degree programs at the University of Toledo must complete all requirements for their program of study with at least a 3.0 (4.0 scale) cumulative GPA at the graduate level. All courses that count towards a graduate degree must be passed with a grade of C or better. There are no grade re-calculations at the graduate level; as such, repeated courses will have both grades included in the cumulative GPA calculation.

The M.B.A. degree is granted to students who satisfactorily complete a minimum of 33 semester hours at the 6000-level in the College of Business and Innovation. The length of the program will vary depending upon the nature of the undergraduate degree and the major selected. The program consists of a common body of knowledge (18 hours), core

(24 hours) and elective (9 - 12 hours) courses. Any or all common body of knowledge courses may be waived for equivalent coverage at the undergraduate or graduate level with a grade of C or better.

Admission to the M.B.A. program is available to those students who have completed an undergraduate degree and can demonstrate high promise of success in a graduate business degree program. The college has adopted qualitative admissions standards in which applicants are considered on the basis of their merits, with weight given to the quality of prior academic achievement, the Graduate Management Admissions Test (GMAT) scores, professional experience indicating increased levels of responsibility, and other relevant information that the candidate may share with the admissions committee.

The typical admitted student in the M.B.A. program has at least a 2.7 undergraduate GPA and 450 on the GMAT. However, for admission to the M.B.A. GMAT scores and undergraduate GPA will not be the sole basis for admissions decisions.

The following documents are required for admission to the program:

1. Official transcripts from each post-secondary institution attended.
2. Official GMAT scores sent directly from the Graduate Management Admissions Council (GMAC) to the College of Graduate Studies. GMAT scores must be no more than five years old. For students applying to the J.D./M.B.A. dual degree program, the LSAT must have been taken within the last three years.
  - a. GMAT Waivers
    - i. Who is eligible for **consideration** for a GMAT waiver?
      1. COBI alumni or AACSB accredited school applicants who graduated from undergraduate or graduate school within the last three years with a competitive GPA (deemed competitive by COBI Office of Graduate Programs and COBI Associate Dean).
      2. Non-COBI, yet the University of Toledo alumni applicants who graduated from undergraduate or graduate school within the last three years with a competitive GPA (deemed competitive by COBI Office of Graduate Programs and COBI Associate Dean).
      3. Applicants who can demonstrate significant, relevant, and progressive work experience (deemed acceptable by COBI Office of Graduate Programs and COBI Associate Dean).
      4. For students applying to the J.D./M.B.A. dual degree program, applicants who have successfully completed the LSAT within the last three years; for students applying to the PharmD/M.B.A. dual degree program, applicants who have successfully completed the PCAT; for students applying to the M.D./M.B.A., applicants who have successfully completed the MCAT; for students applying to the M.P.H./M.B.A., applicants who have successfully completed the GRE. For students who's program waived or no longer requires testing, GMAT will be waived.
      5. Applicants who have obtained a graduate level degree or higher.
    - ii. Inquirers must have completed the online application for enrollment in the term in which they are requesting the GMAT waiver.

- iii. Applicants must provide an updated resume for consideration of a GMAT waiver.
  - iv. The GMAT waiver will be valid for the term of admission per the online application.
    1. If the student does not enroll in the original term of admission, they may request that the COBI Office of Graduate Programs re-evaluate their GMAT waiver request for the new term of admission.
  - v. This waiver does not apply to graduate assistantships. The minimum requirements for a graduate assistantship can be found on the Graduate Assistantship website (<https://www.utoledo.edu/business/graduate/mba/GraduateAssistantships.html>).
  - vi. This waiver does not apply to the MSA, MABA, MS ABA, or global MBA programs.
3. At least one letter of reference from individuals who know the applicant in a professional capacity.
  4. The statement of purpose as required on the application for admission.
  5. Applicants with below a 2.7 undergraduate cumulative GPA must submit a GMAT unless they meet one of the following criteria for a waiver.
    - a. 3-5 years of relevant, significant, and progressive work experience as determined by the Associate Dean of the College of Business and Innovation
    - b. Already has completed a graduate degree from a USA institution
    - c. Similar passing test is substituted, such as GRE, MCAT, PCAT, or LSAT.
    - d. A College of Business and Innovation Office of Graduate Programs admission committee determine eligibility for admission based on an admission interview on a case by case bases.

In the case of students whose native language is not English, a score of at least 550 (paper based), 213 (computer based), or 80 (internet based) on the Test of English as a Foreign Language (TOEFL) or a 6.5 on the International English Language Testing System (IELTS) is mandatory.

Applications for admission are considered on a rolling basis. However, students are encouraged to submit their applications by the following dates:

Domestic students:

Fall Semester	August 1
Spring Semester	November 15
Summer Semester	April 15

International students:

Fall Semester	May 1
Spring Semester	October 1
Summer Semester	March 1

Final admissions decisions will be withheld until the application for admission is complete. No materials submitted to the University will be returned to the applicant.

## COMMON BODY OF KNOWLEDGE

(18 hours maximum)

These courses represent the minimum background required of students prior to taking 6000-level courses in the M.B.A. program. Students admitted to the M.B.A. program can meet the requirements by taking the 5000-level courses. If a student can demonstrate that he/she has completed equivalent course work at the undergraduate level prior to admission to the M.B.A. program and has earned a grade of C (2.0) or better in the course(s), the corresponding 5000-level course may be waived. Once admitted to the M.B.A. program, students may not take an undergraduate course and apply that course towards credit for 5000-level requirements.

Code	Title	Hours
ACCT 5000	Financial And Managerial Accounting	3
FINA 5210	Economics For Business Decisions	3
FINA 5310	Managerial Finance	3
MKTG 5410	Marketing Systems	3
OSCM 5510	Business Statistics With Computer Applications	3
OSCM 5520	Analysis of Manufacturing and Service Systems	3
Total Hours		18

## M.B.A. CORE

(24 hours)

These courses are required of all students. They are reflective of business techniques, methodology and processes, and are designed to be cross-functional and integrative.

Code	Title	Hours
BUAD 6100	Accounting For Decision Making	3
BUAD 6200	Financial Systems	3
BUAD 6300	Strategic Marketing And Analysis	3
BUAD 6400	Results-Based Management	3
BUAD 6500	International Business	3
BUAD 6600	Supply Chain Management	3
BUAD 6800	Information Technology And E-Business	3
BUAD 6900	Strategic Management Capstone	3
Total Hours		24

Students who complete three or more undergraduate level courses in a functional area at an AACSB-accredited business school are eligible and encouraged to replace the corresponding 6000-level core class with an M.B.A. elective of their choice.

## ELECTIVE COURSES

(Minimum 9 hours)

Each student may select up to two majors. An alternative is to select the administration major, which is designed for students who prefer to take a variety of electives in different areas. The substitution of any courses for a major requires the written approval of the appropriate Department Chair. No more than one independent study/research paper (three hours) may be taken in lieu of a course to fulfill a specialization requirement, and no

more than one course will be allowed to count towards two majors in the M.B.A. program.

#### **Early admission/bridge program - BBA / MBA**

Undergraduate students accepted in the BBA-MBA option will be admitted to the MBA program and allowed to complete up to three **graduate level classes** (nine credit hours) during their final academic year of **undergraduate studies**. Students admitted into the pipeline program must apply for admission to the College of Graduate Studies for the semester that they intend to matriculate. They will then continue in the MBA program upon completion of the undergraduate degree requirements. The graduate coursework (up to nine hours) may be applied **to completion of both undergraduate and MBA degree requirements**. The following provisions apply for classes taken for graduate credit: 1) graduate classes taken at The University of Toledo only after the student is accepted in the MBA joint program, 2) only BUAD 6100, BUAD 6300, BUAD 6400, BUAD 6500, BUAD 6800 may be included in the approved nine semester hours of graduate credit taken as an undergraduate. Students interested in the joint BBA / MBA program must submit 1) a letter of interest, 2) a completed graduate admission application, 3) at least 2 letter(s) of recommendation from faculty members. After successful completion of the application process, students will apply to the graduate program. The decision page should indicate their presence in an approved pipeline program.

Professionalism – Each student can demonstrate effective oral and written communication, interpersonal collaboration, responsibility, accountability, and professional behavior

Leadership – Each student can practice reflective thinking to assess personal strengths and challenges and can formulate strategies for lifetime development of leadership

Ethics and Social Responsibility – Each student can analyze and resolve ethical issues in decision-making and recognize their impact on the larger community

Innovation and Creativity – Each student can examine problems, opportunities, relationships, and situation from different and unique perspectives and develop creative solutions.

Critical Thinking and Analysis – Each student can think critically to identify problems, research, analyze and make sound inferences from and use effective problem-solving and decision-making techniques

Business Acumen – Each student can identify, interpret, evaluate, and suggest solutions within the legal, global, financial, marketing, and operational dimensions of business

Technology – Each student can understand and utilize current and emerging technology to improve business competitiveness and personal productivity