

Flex Track MBA Program Information*

CHALLENGE EXAMS

Challenge exams are available for the “Statistical Analysis for Business Decisions” course in the Prerequisite Core and several Basic Core courses for individuals who did not receive a waiver of the course. Challenge exams must be taken **within one year of admission** and may only be taken once. Previous coursework in the subject is generally required before a student is eligible for a challenge exam. With appropriate justification, a waiver of this policy may be granted by the Assistant Dean, Graduate Business Programs. Students who anticipate taking a challenge exam should contact the Graduate Business Programs Office for study materials and dates of administration.

CLASS MEETING TIMES

Classes meet for two hours and forty-five minutes once per week for fifteen weeks beginning at 6:00 P.M. in the fall and spring semesters on Monday, Tuesday, Wednesday and Thursday nights. Saturday morning classes meet from 9:00 A.M. to 12:45 P.M. for eleven weeks (not consecutive). During the nine week summer session, classes meet from 6:00-9:00 P.M. one night each week and two nights on alternate weeks.

PMBA CURRICULUM

Course	Credits	Notes
Prerequisite Core	5	Includes MBA 8100 The Leadership Challenge (2 credits)
Basic Core	15	
Advanced Core	24	
Electives	12	Including one international course

To fulfill MBA degree requirements, candidates must complete Advanced Core (24 credits) and Elective courses (12 credits). Twenty additional credits in the Prerequisite and Basic Core may be required depending on a student’s academic background (Refer to page 42 for a list of the topics covered in each Basic Core course). Some courses may be waived based upon your undergraduate coursework; contingent upon receiving a grade of 'B' or better in select courses. Waiver decisions are made during the application process. Challenge exams are available for one of the Prerequisite Courses and most Basic Core courses if a student did not receive a waiver of the course (see page 16). In addition, students are required to have at least one semester of college-level calculus.

All Prerequisite Core, Basic Core and Advanced Core courses are offered during the fall and spring semesters. Course offerings during the summer may be limited.

Undergraduate Business Majors

A student with an undergraduate major in business may substitute an elective for the one required course in the Managerial Decision sequence that pertains to his/her undergraduate major. For example, an undergraduate finance major may take an elective in place of MBA 8410 Applied Corporate Finance. Thus, the student would take 21 credits in the Advanced Core and 15 credits in electives.

Course Sequence

MBA 8100, The Leadership Challenge, must be taken in the first semester. Prerequisite and Basic Core courses must be completed before registering for Advanced Core courses. You may register for an Advanced Core course in the same semester you are completing the Basic Core courses. Provided you have satisfied the prerequisites, you may register for one elective after completing four Advanced Core courses. Registration for a second elective will require registration of a fifth Advanced Core course.

*For students who began the program before Summer 2009

MBA 8510 Leadership and Team Building is the first course taken in the Advanced Core. *MBA 8900 Strategic Management* is the capstone course and may only be taken after all Advanced Core courses are completed.

Students employed more than 25 hours a week may not register for more than two courses each semester in addition to the Leadership Challenge. Full-time students may register for up to 12 credits plus the Leadership Challenge during the fall and spring semesters.

Elective Courses and Specializations

Students must complete four (or five) elective courses. (see *Undergraduate Business Majors above*). Students may develop expertise in an area by selecting a specialization, or, those who choose not to specialize may tailor their curriculum by selecting the Corporate Management Track which allows students to choose those electives most appropriate for their career goals. To declare or change a specialization, students must contact the Coordinator of the Graduate Business Programs.

International Elective Requirement

All MBA candidates (except for those specializing in Health Care Management) must take at least one international elective, which may or may not be a specialization course. International courses include:

MBA 8225	Contemporary Business Law Topics: International Legal Environment of Business
MBA 8326	Economics of International Trade and Finance
MBA 8438	International Financial Management
MBA 8523	International Study Practicum
MBA 8527	European Business Management
MBA 8530	International Business Management
MBA 8645	International Marketing
MBA 8649	Management in Emerging Economies

Specializations

The following specializations are available:

Specialization	Requirements
Health Care Administration	Joint offering with the College of Nursing- Refer to the MBA catalog for specifics
International Business	Four international business elective courses
Management Information Systems	Three of the four required elective courses
Marketing	Three of the four required elective courses
Finance	Three of the four required elective courses

Electives in the Graduate Tax Program

MBA students who have taken MBA 8122 Federal Income Tax Concepts or have an undergraduate degree in accountancy and substantial tax experience are permitted to take as electives three courses offered in the Graduate Tax Program. For information on tax courses call the Graduate Tax Office at 610-519-7043.

Prerequisites for Courses

Prerequisites for all courses are indicated in the MBA catalog and on the list of course offerings published each semester. **A prerequisite and the course for which it is required may not be taken in the same semester.** A Prerequisite Core course and/or Basic Core course must be satisfied before registering for the companion Advanced Core course and the Advanced Core course must be completed before registering for a companion elective course.

*For students who began the program before Summer 2009

INDEPENDENT STUDY

An Independent Study gives a student an opportunity to thoroughly study and research a particular business related topic of interest. A proposal must be submitted by the student and approved by the sponsoring professor, the department chair, and the Assistant Dean, Graduate Business Programs. Independent Study proposals must be approved by all parties two weeks prior to the start of the semester. Approval must be received prior to registration for the course. To be eligible for an Independent Study, all Advanced Core courses, with the exception of MBA 8900, must be successfully completed. More information regarding Independent Study process is available at <http://www.villanova.edu/business/resources/students/gradstudents.htm>.

INTERNATIONAL PRACTICUM

Each MBA student is required to complete at least four electives in order to fulfill the degree requirements. One of those four electives must be an international elective. During the summer session, MBA students can participate in international, overseas practicum programs that are three weeks in duration; the student will earn three MBA international, elective credits. MBA students are not permitted to take international practicums for "Satisfactory/Unsatisfactory" grading.

MBA FELLOWS PROGRAM

The Graduate Business Programs Office offers positions for the MBA Fellows Program. The function of the Fellow is to assist faculty members in research activities. A student awarded a Fellow position is provided a stipend for the academic year and receives tuition remission for MBA courses. To be eligible for this position, an individual may not be employed during the term in which they are a Fellow. The Fellows program is generally awarded to incoming students. Currently enrolled students are welcome to apply, but the number of courses remaining will be considered when evaluating applications.

The MBA Fellows Program application can be downloaded from the MBA website. The deadlines for applying for fall or spring assistantships are March 31 and October 15, respectively. Summer assistantships are available to returning graduate assistants. During the summer the University will waive tuition in exchange for research activities, but a stipend is not provided.

REGISTRATION PROCESS

Registration materials will be emailed to your Villanova account, including the start date for online registration, as well as the pin number and academic calendar. The academic calendar is also posted on the MBA website. This information is emailed/posted approximately two months prior to the start of each semester.

TUITION

For the 2007-2008 academic year, tuition is \$750 per credit; most courses are three credits, with the exception of The Leadership Challenge, which is two-credits and Business Ethics and Employment Law, which are one and one-half credits each.

TRANSFER OF COURSES

A maximum of nine (9) semester hours of graduate credit may be transferred towards Advanced Core or Elective requirements based on coursework completed in another AACSB accredited MBA program within the last 4 years. Undergraduate coursework cannot be accepted towards satisfying Advanced Core or Elective course requirements. It is expected that once a student is enrolled in the Villanova MBA program, all coursework will be taken with Villanova University.

To transfer advanced core, or elective courses completed before admission to the Villanova MBA Program

To gain approval to transfer courses:

- An official transcript, course description and detailed syllabus for each course must be submitted to and pre-approved by the Graduate Business Programs Office.
- Grades of “B” or better must be earned for the course(s) in question. Credit cannot be transferred until the official transcript is received.
- Courses taken to satisfy a previously earned degree may not be transferred.
- Courses to be transferred must have been completed within the last four years.
- Courses must be taken at an AACSB accredited MBA Program which operates on a semester system.
- Materials must be submitted to the Graduate Business Programs Office at least three weeks prior to the registration deadline. It is advisable to submit materials for more than one course in the event that a course is not approved.
- The appropriate School of Business academic department will review all materials. A decision will then be made as to whether or not the course can be transferred and the course for which it will substitute in the Villanova MBA curriculum.
- Credits will transfer; grades will not.

CURRICULUM CHECK SHEET
(Effective for students beginning Fall 2007)

	<u>Semester</u>	<u>Grade</u>
Prerequisites		
MBA 8100 Leadership Challenge	_____	_____
MBA 8502 Statistical Analysis for Business Decisions	_____	_____
Basic Core		
MBA 8101 Accounting Information and Decision Making	_____	_____
MBA 8301 Economic Analysis	_____	_____
MBA 8401 Corporate Finance	_____	_____
MBA 8505 Business Ethics	_____	_____
MBA 8506 Employment Law	_____	_____
MBA 8601 Decisions in Marketing	_____	_____
Advanced Core		
MBA 8510 Leadership & Team Building	_____	_____
MBA 8110 Management Accounting	_____	_____
MBA 8410 Applied Corporate Finance	_____	_____
MBA 8503 Operations & Supply Chain Management	_____	_____
MBA 85____ Information Technology Course	_____	_____
MBA 8610 Strategic Management of Marketing	_____	_____
<i>Choose one of the following:</i>		
MBA 8310 Economics of Strategy	_____	_____
MBA 8515 Decision Technology for Business Applications	_____	_____
MBA 8900 Strategic Management	_____	_____
Electives		
International _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Conditions: _____ GPA Credits Waived: _____
 _____ Transcript VSB Credits (min. 40): _____
 _____ GMAT Total Credits: _____

*For students who began the program before Summer 2009