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## MASTER OF BUSINESS ADMINISTRATION (MBA)

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- ... Economics
- ... Statistics
- ... Global Business Issues
- ... Information Systems (or documented completion of an MS Office workshop/certification, minimally in Word and Excel)

2. If the foundation course requirement is not satisfied by either paragraphs 1.a or 1.b above, to include the restrictions related to currency (i.e., within eight years of initial enrollment in the MBA program) and specialized accreditation, then unless specifically waived by the MBA Program Director based upon relevancy of professional business experience subsequent to the award of a four-year business degree, the following MBA foundation courses must be successfully completed with a “B” grade or better through Troy prior to enrolling in 6000-level courses for which they are identified as prerequisite courses.

MBA 5502	3	Fundamentals of Accounting and Finance
MBA 5503	3	Fundamentals of Economic Analysis and Business Law
MBA 5504	3	Fundamentals of Management and Marketing
MBA 5505	3	Fundamentals of Information Systems and Quantitative Methods

3. If the content of the MBA foundation course work has been completed and, (1) the content is more than eight years old, or (2) the content of the foundation courses was completed at a school without ACBSP or AACSB specialized accreditation for its business degree programs, the student may attempt to qualify for a waiver of these two requirements by achieving a satisfactory score on the Educational Testing Service Major Field Test in Business (Undergraduate). A satisfactory score is defined as no less than one-half standard error of the mean below the national average reported at the time the exam is attempted. For this catalog year a score of 146 is acceptable.

4. Executive MBA	X	X	X	X	X
Master of Sci. in Management.	X*		X		X
Master of Sci. in Human Res. Mgt.	X*		X		X

\*Courses are offered through eCampus

- Managerial Finance
- ... Accounting (principles of financial and managerial accounting or their equivalent)
- ... Legal Environment

ACT 3391	3	Intermediate Accounting I
ACT 3392	3	Intermediate Accounting II
ACT 3394	3	Governmental Accounting
ACT 4494	3	Income Tax Accounting I
ACT 4495	3	Income Tax Accounting II
ACT 4497	3	Auditing

## **Admission Requirements for the Master of Business Administration**

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### **Unconditional Admission**

1. Students applying for admission must provide official transcripts from all universities attended.
2. Applicants who have completed a master's or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master's or higher degree.
3. A bachelor's degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
4. Applicants must have achieved at least a 2.5 GPA in all undergraduate work or at least a 3.0 GPA in the last 30 semester hours.
5. Official graduate admission exam results (GMAT, GRE (verbal and quantitative), MAT) must be on file (except for applicants with a previous master's or higher degree; see #2 above).
6. A letter of recommendation is required with all applications for the MBA program. The individual's potential for success in the MBA program, his/her professional, managerial or administrative experience, as well as his/her written and oral communication skills must be addressed.

### **Conditional Admission**

Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (5000 or 6000 level) courses with a "B" or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MBA program. The letter should address



municate the results of their problem-solving analyses and recommendations.

## **Admission Requirements**

### **Unconditional Admission**

1. For concentrations other than those listed in (a) and (b) below, a minimum of five years professional, post-baccalaureate experience (unless modified in a contractual corporate program); or a minimum of five years managerial experience beyond first line supervision, and
  - a. for the Accounting concentration, a baccalaureate degree in Accounting or successful completion of all Accounting course prerequisites; and
  - b. for the Healthcare concentration, a baccalaureate degree in healthcare-related field and five years of healthcare-related professional work.
2. Students applying for admission must provide official transcripts from all universities attended.
3. Applicants who have completed a master's or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master's or higher degree.
4. A bachelor's degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
5. Applicants must have achieved at least 2.5 GPA in all undergraduate work or at least 3.0 GPA in the last 30 semester hours.
6. Official graduate admission exam results on the GMAT (except as modified by contractual agreement with a partnering organization) must be on file (except for applicants with a previous master's or higher degree; see #2 above).
7. A letter of recommendation using the online Professional Reference form is required with all applications for the EMBA program. The letter must address the individual's potential for success in the EMBA program as well as his/her written and oral communication skills.

### **Conditional Admission**

Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (6000 level) courses with a "B" or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MBA program. The individual's potential for success in the MBA program as well as his/her written and oral communication skills should be addressed.

For the Accounting concentration, students with a B.S. Degree in a field other than accounting must have completed the following courses or their equivalent. The prerequisite Accounting courses must be based on accounting standards, auditing standards, and tax

## Required Prerequisite Course

EMBA	5501	3	Survey of Business Concepts
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## Required Core Courses

ACT	6691	3	Managerial Accounting
EMBA	6611	3	Business Strategy
EMBA	6631	3	Managerial Finance
EMBA	6661	3	Strategic Marketing Management
EMBA	6671	3	Organizational Behavior
EMBA	6674	3	Ethics in Business

## Required in all concentrations other than Accounting

EMBA	6640	3	Quantitative Analysis for Managers OR
EMBA	6641	3	Decision Theory
EMBA	6651	3	Managerial Economics
IS	6679	3	Management Information Systems

**Professional Concentrations**

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**Accounting Concentration**

ACT	6692	3	Advanced Accounting Problems
ACT	6694	3	Income Tax Research
ACT	6695	3	Accounting Research and Communication
ACT	6698	3	Advanced Auditing
ACT	6699	3	Advanced Accounting Theory
LAW	6600	3	Business Law for Accountants

**Criminal Justice Concentration**

CJ	6620	3	Current Trends In Criminal Law
CJ	6624	3	Court Administration
CJ	6625	3	Specialized Study (in the Administration of Criminal Justice)

**General Management Concentration**

EMBA	6603	3	Human Resource Management
EMBA	6625	3	Specialized Study in Business (with a Management focus)
EMBA	6673	3	Operations Management

**Healthcare Management Concentration**

EMBA	6603	3	Human Resource Management
EMBA	6625	3	Specialized Study in Business (with a Healthcare Management focus)
HSA	6880	3	Health Services Administration and Policy

**Information Systems Concentration**

IS	6672	3	Information Systems and Business Strategy
IS	6674	3	Information Systems Management
IS	6676	3	E-Commerce For Global Business

6. A letter of recommendation is required with all applications for the MSHRM program. The letter should address the individual's potential for success in the MSHRM program, his/her professional, managerial or administrative experience, as well as his/her written and oral communication skills.

**Conditional Admission**

Students not satisfying the minimum graduate admission test

Completion of a capstone course (HRM 6698) with a grade of “B” or higher is required for graduation. In this course students will be extensively examined on the ability to synthesize the content of the core courses through the administration of a comprehensive case analysis final examination.

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## **MASTER OF SCIENCE IN MANAGEMENT (MSM)**

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The purpose of the Master of Science in Management program is to provide a specialized professional program for the student who wants to acquire proficiency in management skills, including decision making, which will enable the graduate to carry out responsibilities in both general and specialized managerial roles. Concentrations in Human Resource Management, Information Systems, Leadership and Organizational Effectiveness, International Management, and Healthcare Management further develop managerial problem-solving skills in specific areas of applied management. As a result of successfully completing the MSM program, graduates should improve their ability to apply problem-solving skills to operational and strategic planning processes and to use written and verbal communication skills effectively to communicate the results of their problem-solving analyses and recommendations.

### **Prerequisite Requirements**

Candidates for admission must have a baccalaureate degree in any subject area from a regionally accredited coion and 33 TDc(-92r)-1.1(8.4( coic)5.5(16.2. D0.002 Tc0.0947 - Tw[(plied 0838(rpose of)du)6deJ-12.8(a

If a "D" or "F" is made in a core course or a restricted elective course, the course must be retaken. If the student makes a "D" or "F" in an elective course, the course may be retaken or another elective taken in its place.

The MSM degree offers eight, 36-semester hour options: Human Resource Management, Leadership and Organizational Effectiveness, Information Systems, International Management, and Healthcare Management. The MSM degree also offers 30-semester-hour options for contractual, cohort groups of students in Applied Management and in Public Management. All options require six core courses, four concentration courses and two elective courses (except for the Applied Management and Public Management concentrations) as follows:

**Required MSM Core (6 courses)**

BUS	6610	3	Business Research Design (A grade of "B" or better is required)
MGT	6600	3	Advanced Concepts and Topics in Management (May be waived if the student has an undergraduate major in business, in which case, an elective course will be substituted. This course should be taken within the first 12 semester hours of the degree program.)
MGT	6627	3	Specialized Study in Management (Focus on concentration selected by the student; serves as the Research Component for the degree. The core course requirements should be completed. Typically taken as the last, or concurrently with the last, concentration course. IHM 6689 will be completed in lieu of MGT 6627 for IHM students. A grade of "B" or better is required. )
MGT	6671	3	Organizational Behavior
MGT	6685	3	Management Strategy ("B" grade or better required in 36-semester-hour concentrations)
MGT	6696	3	Financial Analysis

**Four additional courses from one concentration**

- Area A: Human Resource Management
- Area B: Leadership and Organizational Effectiveness
- Area C: International Management
- Area D: Healthcare Management
- Area E: Information Systems
- Area F: Applied Management (Contractual Cohort Groups Only)
- Area G: Public Management (Contractual Cohort Groups Only)
- Area H: International Hospitality Management

**Elective (2 courses)**

The elective may be selected from any appropriate graduate management, MSM, Troy-approved PME course, HRM, specialized study completed with a Troy faculty member, or selected pre-approved MPA courses (i.e., PA 6603, 6630, 6631, 6645, 6647, 6648, 6649, 6650, 6687, or 6688).

**Concentration Areas (Select 12 Semester Hours)**

**Area A: Human Resource Management**

HRM	6601	3	Legal Environment of Employment Decisions
HRM	6603	3	Human Resource Management (Required)
HRM	6604	3	Labor Law
HRM	6619	3	Seminar in Human Resource Administration
HRM	6622	3	Human Resource Staffing
HRM	6623	3	Training and Development of Human Resources
HRM	6632	3	Compensation Management
HRM	6645	3	International Human Resource Management

**Area B: Leadership and Organizational Effectiveness**

IS	6679	3	Management Information Systems
MGT	6674	3	Business Ethics
MGT	6681	3	Organization Development and Change (Required)
MGT	6682	3	Leadership and Motivation

**Area C: International Management**

ECO	6657	3	International Trade and Economics
HRM	6645	3	International Human Resource Management
MGT	6670	3	Seminar In International Management (Required)
IR	5552	3	International Law
IR	6631	3	Intercultural Relations
IR	6656	3	International Power and Influence

**Area D: Healthcare Management**

HSA	6680	3	Health Services Administration and Policy
HSA	6681	3	Legal and Social Issues in Health Administration
HSA	6682	3	Healthcare Planning and Management (Required)
HSA	6683	3	Healthcare Economics
HSA	6684	3	Managed Care: Origins, Organizations, and Operations

**Area E: Information Systems**

IS	6672	3	Information Systems and Business Strategy
IS	6674	3	Information Systems Management
IS	6676	3	E-Commerce for Global Business
IS	6679	3	Management Information Systems

**Area F: Applied Management (Limited to site-specific cohorts/contract programs)**

HRM	6603	3	Human Resource Management
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MGT	6645	3	Quantitative Methods in Management
MGT	6681	3	Organization Development and Change

Management Elective Selected for Cohort

### Other Business Electives

#### Area G: Public Management (Limited to Maxwell/Gunter/ contract programs)

PA	6610	3	Foundations of Public Administration
PA	6624	3	Public Human Resources Management
PA	6644	3	Administrative Law
PA	6650	3	Governmental Budgeting

#### Area H: International Hospitality Management

*(Complete the specified 15 semester hours)*

IHM	6680	3	Global Marketing Strategy for Hospitality Executives
IHM	6681	3	Managing Financial Systems in the Hospitality Industry
IHM	6682	3	International Hospitality Legal Issues
IHM	6683	3	International Hospitality Operations
IHM	6689	3	International Hospitality Management Internship (For the International Hospitality Management concentration only, a consulting-type internship of at least 120 hours will be completed in place of the core MGT 6627 requirement, and will be accomplished with a hospitality industry firm (hotel, lodging, or restaurant chain or tourism board) after completing no fewer than 21 semester hours in the program, including 9 semester hours in the IHM concentration. Required in the IHM concentration.)

TOBY UNIVERSITY OF BUSINESS ADMINISTRATION  
MBA 6611 Business Strategy (Capstone Course)

Student ID # \_\_\_\_\_ Campus \_\_\_\_\_ Name \_\_\_\_\_  
Phone # \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Transcript of all academic work \_\_\_\_\_  
6. No more than two grades below "B" \_\_\_\_\_  
7. Intent to Graduate notice filed \_\_\_\_\_

**REQUIRED COURSES (18 Semester Hours)**

Course Number	Course Title	Prerequisites	Grade	
MBA 6611	Business Strategy (Capstone Course)	MBA 6601, MBA 6602, MBA 6603, MBA 6604, MBA 6605, MBA 6606, MBA 6607, MBA 6608, MBA 6609, MBA 6610, MBA 6612, MBA 6613, MBA 6614, MBA 6615, MBA 6616, MBA 6617, MBA 6618, MBA 6619, MBA 6620, MBA 6621, MBA 6622, MBA 6623, MBA 6624, MBA 6625, MBA 6626, MBA 6627, MBA 6628, MBA 6629, MBA 6630, MBA 6631, MBA 6632, MBA 6633, MBA 6634, MBA 6635, MBA 6636, MBA 6637, MBA 6638, MBA 6639, MBA 6640, MBA 6641, MBA 6642, MBA 6643, MBA 6644, MBA 6645, MBA 6646, MBA 6647, MBA 6648, MBA 6649, MBA 6650, MBA 6651, MBA 6652, MBA 6653, MBA 6654, MBA 6655, MBA 6656, MBA 6657, MBA 6658, MBA 6659, MBA 6660, MBA 6661, MBA 6662, MBA 6663, MBA 6664, MBA 6665, MBA 6666, MBA 6667, MBA 6668, MBA 6669, MBA 6670, MBA 6671, MBA 6672, MBA 6673, MBA 6674, MBA 6675, MBA 6676, MBA 6677, MBA 6678, MBA 6679, MBA 6680, MBA 6681, MBA 6682, MBA 6683, MBA 6684, MBA 6685, MBA 6686, MBA 6687, MBA 6688, MBA 6689, MBA 6690, MBA 6691, MBA 6692, MBA 6693, MBA 6694, MBA 6695, MBA 6696, MBA 6697, MBA 6698, MBA 6699, MBA 6700		

APPROVED: \_\_\_\_\_ Date \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chair / Dean \_\_\_\_\_ Date \_\_\_\_\_  
Student's Signature \_\_\_\_\_





