

Master of Business Administration

Admission Requirements

The student must apply to, and meet all criteria for, admission to the Graduate School, and all additional College of Business requirements.

Admission to the MBA program is granted only to students showing high promise of success. The College of Business uses various measures to determine this likelihood. However, the minimum requirement for admission is based on the following formula:

- The sum of 200 times the grade point average of the most recent 60 credit hours of coursework (4.0 system) plus the total score on the Graduate Management Admission Test must equal at least 1150 points.

OR

- The sum of 11.66 times the grade point average of the most recent 60 credit hours of coursework (4.0 system) plus the sum of the GRE Verbal Score and GRE Quantitative score must equal at least 337 points.

For applicants from schools with different grading systems a GPA will be inferred as accurately as possible. Graduate courses will be included in the most recent 60-credit hour GPA calculation. For applicants with a significant amount of recent upper-division academic course work versus course work that is considerably older, we may choose to consider only the recent GPA.

Individuals holding a current master's degree from a regionally accredited institution may meet minimum requirements and be considered for admission if they meet the Graduate School requirements, in which case the student may not be required to take the GMAT for admission.

All applicants are required to submit a resume outlining work experience, a statement of purpose, and two letters of reference.

Please note that no individual can be admitted to classified status in the MBA program until the College of Business has received the applicant's official transcripts and official GMAT/GRE scores.

Applications are accepted at any time. Complete applications are reviewed the first working day of each month up to the Graduate School deadlines for admission.

Locations

The MBA program serves Southeast Idaho's need for part-time and full-time graduate education in business. The traditional MBA degree is offered full-time and part-time in the evenings in Pocatello. It is also offered part-time in Idaho Falls in the evenings. The program is available online on a part-time basis. Emphasis area availability varies depending on the campus. Prospective students are encouraged to check with the Director of Graduate Studies to review the current options.

Conduct

Academic integrity is expected by the College of Business. All forms of academic dishonesty, including cheating and plagiarism, are prohibited.

The penalties for students engaging in academic dishonesty, plagiarism, unprofessional or unethical conduct within the university community range from a failing grade to dismissal from the MBA program, and/or permanent expulsion from the university with notation on the student's transcript. The Graduate Catalog explains the dismissal policy and the procedures for the appeal of dismissal. If you are unclear as to what constitutes academic dishonesty, you

should consult the Graduate Catalog, then review the College of Business policy on Academic Integrity available from the College of Business Office in BA 202; from the College of Business web site at <http://www.isu.edu/cob/>; or refer to the Idaho State University Faculty/Staff Handbook policy on academic dishonesty. If you are still in doubt about academic dishonesty, you are encouraged to consult with a faculty member, the Graduate Studies Director, or the Dean.

MBA Degree Requirements

MBA Minimum Prerequisites

Mathematics Skills

The minimum level of mathematics required for the MBA program is college algebra. If students have not completed this course, they must do so early in their program prior to enrolling in MBA-II courses. College algebra may be waived if the student scores in the 50th percentile or higher on the quantitative section of the GMAT. If all MBA-I courses are waived, the student may enroll in MBA-II courses provided they are concurrently enrolled in courses to meet the math requirement.

Computer Skills

Computer literacy is an essential skill for success in the MBA program and success in a professional business career. The minimum skills required are the ability to use a word processor, a spreadsheet, the Internet, and Windows. Students are required to maintain e-mail and Internet accounts on the Idaho State University network.

Communications Skills

Good communication skills are fundamental for students and managers. Students are expected to have a high degree of proficiency in both oral and written communication skills. Students failing to demonstrate communications proficiency will be required to take remedial work.

Code	Title	Credits
MBA I		
The following courses are prerequisite to any MBA II course:		
MGT 2216	Business Statistics	3
MBA 6610	Applied Economics	3
or ECON 2201 & ECON 2202	Principles of Macroeconomics and Principles of Microeconomics	
MBA 6611	Financial Reporting and Managerial Accounting	3
or ACCT 2201 & ACCT 2202	Principles of Accounting I and Principles of Accounting II	
MBA 6612	Human Behavior in Organizations	3
or MGT 3312	Individual and Organizational Behavior	
MBA 6613	Marketing	3
or MKTG 2225	Introduction to Marketing	
MBA 6614	Operations Management	3
or MGT 3329	Operations and Supply Chain Management	
MBA 6615	Finance	3
or FIN 3315	Corporate Financial Management	
Total Credits		21

Waiver of MBA-I Requirements

MBA-I courses may be waived for students with a business degree from an AACSB accredited institution. MBA-I courses may be waived for students with a business degree not accredited by AACSB subject to a transcript and program evaluation by the Graduate Studies Director. For students with non-business degrees or degrees from foreign universities, courses may be waived where equivalency of content with the Idaho State University MBA core can be established and the student has earned at least a grade of C- or equivalent. Individuals with degrees greater than 10 years old may be required to take selected MBA-I courses. Work experience is not a basis for waiving MBA-I course work; however, students with substantial work experience may demonstrate competence in a particular field through examination.

MBA-II

MBA-I requirements must be satisfied before enrolling in the MBA-II core component courses listed below. The MBA-II core consists of seven required courses, for a total of 21 credits.

Students must take the following 7 courses:

Code	Title	Credits
MBA 6620	Quantitative Information for Business Decisions	3
MBA 6621	Managerial Decision Making and Negotiation	3
MBA 6622	Financial Management	3
MBA 6623	Marketing in a Consumer Culture	3
MBA 6626	Business Policy and Strategy	3
MBA 6628	Applied Business Solutions	3
MBA 6637	Introduction to Business Analytics	3
Total Hours		21

Exceptions to the requirement that all MBA-I courses be completed prior to enrolling in MBA-II courses may be made when most MBA-I courses have been taken and enforcement of this requirement would cause undue hardship for a student (i.e., a delay in his/her program).

A request for an exception to the MBA-I must be made to the Director of Graduate Studies. This request should state the MBA-I courses remaining to be taken in the student's program, when those courses will be taken, and what hardships will be incurred if the exception is not granted.

Students may substitute MBA-II courses only with permission of the College of Business Director of Graduate Studies and the appropriate department chair or program director.

Additional Course Requirements

Students seeking the traditional MBA degree will complete nine credit hours of additional graduate course work beyond the MBA-II core.

Students seeking the MBA with an emphasis in Accounting, Athletic Administration, Economics, Finance, Healthcare Administration, Informatics, Marketing, or Project Management will complete nine credit hours of graduate work in their selected emphasis area.

Students may select as electives any 5500-level or 6600-level courses offered by the College of Business that meet emphasis area requirements with the exception of courses numbered between MBA 6600 and MBA 6615 inclusive, and MBA-II courses. Students wishing to take elective courses outside the College of Business must have those courses approved by the Graduate Studies Director. The electives may include MBA 6650 Thesis (6 credit hours), or MBA 6639

MBA Paper (3 credit hours). Students may not take a 5500-level course for elective credit if a similar course has been taken at the undergraduate level.

MBA students may pursue multiple emphasis areas. Each emphasis area requires nine distinct credit hours of coursework in that field. A course for one emphasis area may not double-count toward another emphasis area.

The Traditional MBA degree (9 hours of electives)

Students pursuing the traditional MBA degree are required to meet the following requirements:

- Electives (9 credit hours). The traditional MBA degree requires nine credit hours of College of Business electives at the 5500/6600 level approved by the Graduate Studies Director.

Accounting Emphasis (9 hours)

The MBA with an Emphasis in Accounting program produces graduates with the knowledge and skills for successful professional accounting careers. The goal of the accounting emphasis is to provide graduates with the following characteristics:

- Business and accounting knowledge.
- Capability and motivation for continued learning.
- Competence in learning skills (including research of databases).
- Ability to analyze, critique, and communicate.
- Ability to work effectively with others.
- Rigorous ethical standards.

The Accounting Emphasis program enhances knowledge and skills for rapid advancement in either managerial or public accounting. MBA graduates should be prepared to pass certification examinations for both the Certified Public Accountant (CPA) and Certified Management Accountant (CMA).

Students choosing an emphasis in Accounting must select 9 hours of 5500/6600 level accounting courses. Appropriate undergraduate prerequisite courses are required. Courses at the 5500-level cannot be selected if a comparable undergraduate course has already been taken.

Athletic Administration Emphasis (9 hours)

The MBA with an Emphasis in Athletic Administration program produces graduates with the knowledge and skills necessary for successful careers in the field of sport management. The goal of the athletic administration emphasis is to provide graduates with the knowledge of sport management practices with additional opportunities for students to focus on leadership, marketing, legal, finance, or governance theory and principles.

Code	Title	Credits
Required Course:		
HPSS 6635	Management Aspects of Athletics	3
Choose Two of the Following:		
HPSS 6605	Leadership and Administration	3
HPSS 6615	Philosophy and Principles of Athletics in Education	3
HPSS 6625	Advanced Sport Marketing	3
HPSS 6631	Athletics and the Law	3
HPSS 6634	Sport Finance	3

Economics Emphasis (9 hours)

The MBA with an emphasis in Economics is not open to students who have a previous undergraduate major in economics.

The MBA with an emphasis in Economics requires 9 credits of elective course work in economics or 6 credits of elective course work in economics and 3 credits in finance.

Finance Emphasis (9 hours)

The MBA with an Emphasis in Finance is not open to students who have a previous undergraduate major in Finance.

The MBA with an emphasis in Finance requires FIN 5578 (<http://coursecat.isu.edu/search/?P=FIN%205578>) Investments (3 credits) plus 6 more credits of 5500/6600-level elective course work in the field of finance.

Health Care Administration Emphasis (9 hours)

The MBA with an emphasis in Health Care Administration requires 9 credit hours of 5500/6600-level elective work in Health Care Administration (HCA). Students may not repeat classes they have taken as undergraduates at the 4400-level.

Informatics Emphasis (9 hours)

The MBA with an Emphasis in Informatics is focused on providing managerial-level knowledge of information technology for MBA students. The Informatics emphasis provides general business managers with a curriculum focused on building their knowledge of informatics and the opportunity to develop technical skills in this field.

Electives (9 credit hours). The MBA with an emphasis in Informatics requires 9 credit hours of 5500/6600-level elective course work in the field of informatics.

Marketing Emphasis (9 hours)

The MBA with an Emphasis in Marketing is not open to students who have a previous undergraduate major in Marketing.

The MBA with an emphasis in marketing requires 9 credit hours of 5500/6600-level elective course work in the field of marketing.

Professional Sales Emphasis (9 hours)

The Professional Sales emphasis is intended for MBA students seeking to enhance their sales skills. Sales is an essential skillset for any professional who will need to pitch their idea, promote their product, or advertise their service. The Professional Sales emphasis is a total of nine credits.

Code	Title	Credits
Required Courses		
MKTG 5505	Personal Selling and Sales Force Management (Required Courses)	3
MKTG 5570	Advanced Sales	3
Select one of the following:		
MKTG 5580	Digital Marketing	3
OR a 3-credit, graduate sales elective with approval from the Graduate Studies Director		
Total Credits:		9

*The Professional Sales emphasis is not open to students who pursued the Professional Sales Certificate as an undergraduate student. Courses used toward the sales emphasis may not also be used toward the marketing emphasis.

Project Management Emphasis (9 hours)

Students who have taken these courses as undergraduates are not eligible to repeat them as graduate students. Students who have already taken one or more of these classes must have an appropriate alternative course approved by the Graduate Studies Director or Management Department Chair. The MBA with

a project management emphasis is not open to students who completed an operations management emphasis at the undergraduate level at ISU.

Code	Title	Credits
Required Courses		
MGT 5582	Project Management	3
MGT 5534	Productivity and Quality	3
Select one of the following:		
INFO 6670	Management of Informatics Projects	3
MBA 6625	Managerial Control Systems	3
or ACCT 6625	Managerial Control Systems and Corporate Social Responsibility	
MBA 6641	Relational Leadership	3
MGT 5541	Leading in Organizations	3
HCA 6650	Healthcare Leadership and Governance	3
Total Credits		9

Program of Study

All MBA students are required to meet with the Graduate Studies Director, who serves as the program advisor, prior to or during their initial term in the program in order to develop an approved program of study. Students will be blocked from registering for the next term until this program of study is approved. Once students have successfully met all the requirements of the program of study, they are eligible to graduate in the corresponding semester.

Academic Requirements

Any student who, after admission to the College of Business graduate program, falls below a 3.0 GPA or receives a grade of C+ or lower in the MBA program (MBA-I, MBA-II, and elective courses) is deemed to be doing unsatisfactory work and is subject to review by the College of Business MBA Administrative Committee and to possible dismissal from the program. A student dismissed for academic reasons may apply for readmission to the MBA program no earlier than four months following his/her dismissal. Requests for readmission will be denied unless the student can demonstrate that the reasons for the previous unsatisfactory work have been rectified and can show evidence of ability to perform satisfactorily in the MBA program.

Courses in which a grade of D+, D, D- or F has been earned will not be counted toward fulfillment of MBA-I or MBA-II program requirements. Students may not use more than two courses with a grade of C+, C, or C- to satisfy graduation requirements. Students must achieve a 3.0 or better GPA in order to graduate.