MASTER OF BUSINESS ADMINISTRATION

When you earn your MBA from The University of Kansas, you'll receive a well-rounded education that not only supports your career goals, but also incorporates both the theoretical background and practical experience needed to succeed in today's ever-changing global economy. Two MBA programs are offered at KU: 1) the Full-Time MBA based in Lawrence for those seeking a career change, and 2) the Working Professional MBA based at the Edwards Campus in Overland Park for those seeking career enhancement.

The Full-Time Program includes 50 hours of coursework and can be completed in as little as 16 months (3 semesters, plus a summer of career exploration). The program is cohort based and special emphasis is placed on social entrepreneurship through our Kansas Impact Project. Specialized tracks are available in Finance and Marketing Supply Chain Management. An optional 4th semester is available for those who wish to specialize and enhance their credentials before entering the job market. New students are admitted each fall semester.

The Working Professional program includes 42 hours of coursework and can be completed in about two years. Classes are offered weekend evenings at the Edwards Campus. Students have the opportunity to specialize with an Advanced Core in Management, Marketing or Finance. Further elective content can be used towards Graduate Certificates in Human Resource Management, International Business, Investments, Marketing, Strategic Management, Supply Chain Management, and Valuation.

The KU MBA program is designed for business leaders, from the recent college graduate to the seasoned executive. If you are looking to advance, re-brand, change industries, or start your own business, a KU MBA will open the doors to new possibilities.

Baccalaureate Preparation

The Master of Business Administration program is open to graduates from areas other than business administration. It also provides an opportunity for continued study in management for graduates from a school or department of business. The only prerequisite coursework is college algebra or its equivalent.

Admission to MBA Programs

MBA programs are open to those who have earned baccalaureate degrees from accredited colleges or universities and whose undergraduate academic records, scores on the required standardized examination, and prior work experience indicate that they have the capability to complete the program. Admission to all programs in business is reviewed by the MBA Admissions Committee. Those who have not completed a baccalaureate degree are not eligible for enrollment in MBA courses.

Students whose native language is not English or who have not completed a degree from a college or university in the United States, Great Britain, Canada, or Australia must also have a score of at least 600 for the MBA program on the Test of English as a Foreign Language. A minimum score of 57 on each of the three sections of the TOEFL is required. For students taking the computerized version of the TOEFL, an overall score of 250 is required, with a minimum score of 23 on each of the 3 sections of the test.

All applications for admission to the MBA programs must include:

1. Graduate application (http://graduate.ku.edu/ku-graduate-application);
2. 3 essays;
3. An official transcript from each college or university that conferred a degree;
4. 2 letters of recommendation from faculty members and/or employers;
5. Scores on the GMAT and scores on the TOEFL if required;
6. A $65 nonrefundable application fee ($85 for international applicants); and
7. A current résumé.

Completed applications are reviewed by the MBA committee and action is taken on them on a rolling basis. Each applicant is notified by email of the action taken on his or her application.

Admission to any graduate program in business is subject to and in accordance with all rules and regulations of the University of Kansas. See the Graduate Studies Admission (http://policy.ku.edu/graduate-studies/admission-to-graduate-study?num1_1=) policy in the KU online Policy Library for more information.

Submit your graduate application online (http://graduate.ku.edu/ku-graduate-application). Send original transcripts of all completed college and university coursework and all other requested application materials to the School of Business MBA Office:

The University of Kansas
School of Business
MBA Admissions Coordinator
Summerfield Hall
1300 Sunnyside Ave., Room 124
Lawrence, KS 66045-7543

MBA Admission

The MBA Admissions Committee reviews all applications. The required and preferred criteria are:

1. Baccalaureate degree from an accredited college or university or the equivalent. Specific coursework in business administration is not required.
2. Proficiency in mathematics at the college algebra level
3. 2 years of work experience preferred.
4. A $65 nonrefundable application fee.
5. Selection is based on high promise of success in graduate study in business administration, as indicated by a combination of:
   a. Prior academic performance;
   b. Scores on the Graduate Management Admission Test (GMAT);
   c. Scores on the Test of English as a Foreign Language, if appropriate;
Submit your graduate application online (http://graduate.ku.edu/ku-graduate-application). Send official transcripts of all completed college and university coursework and all other requested application materials to the School of Business MBA Office.

Combined Degrees
Dual MBA and JD
This program combines in 4 years of study the 3-year Juris Doctor (http://business.ku.edu/mba-juris-doctor-mba-jd) program offered by the School of Law (http://law.ku.edu) and the Full-Time MBA program offered by the School of Business. It entails 40 hours of MBA coursework and 76 hours of law coursework. It is for students who plan to engage in corporate law practice or enter business using law training as background. It offers training in the convergent fields of business management and law.

Students must meet the admission requirements of each school and should be admitted by both the School of Law and the School of Business before entering the second year. The Law School Admission Test and the Graduate Management Admission Test are required. A student who decides to enter the program after beginning the first year in the School of Law or in the MBA program should discuss the plan with the associate dean or program director of each school as early as possible. No student may be admitted to the joint program after completing more than two full semesters in either the JD or the MBA curriculum. Diplomas are awarded concurrently by each school at the conclusion of the joint degree program requirements.

The joint MBA/JD is open to those who have earned baccalaureate degrees from accredited colleges or universities and whose undergraduate academic records indicate that they have the capability to complete both programs. All students in the combined program must complete a minimum of 40 credit hours of graduate work in business.

The School of Business follows general Graduate Studies regulations requiring a 3.0 cumulative grade-point average for all coursework counted toward any master's degree. The School of Law requires a minimum cumulative grade-point average of 2.0 (C) in all law school work. Grades received in any law courses credited toward fulfillment of the MBA degree requirements are incorporated into the MBA grade-point average, which ultimately must be 3.0 for the awarding of the MBA degree.

Dual MBA and M.Arch. Degree Program
The Master of Business Administration/Master of Architecture dual degree program is designed particularly for students intending to pursue leadership opportunities in architecture, development, or construction. Students completing the dual degree program earn an MBA from the KU School of Business (http://business.ku.edu/degrees/businessadmin/MBA/full/overview) and an M.Arch. from the KU School of Architecture, Design and Planning (http://sadp.ku.edu).

Students complete 106 credit hours in the Master of Architecture (http://business.ku.edu/mba-architecture-mba-march) program and 34 credit hours in the School of Business. Prospective dual degree students must already be students in the Master of Architecture program and must apply and be accepted by the School of Business. New students must complete the architecture curriculum before starting the MBA curriculum and must declare their intention before completing the first year of the architecture curriculum. Typically, the MBA is completed during the final year of study. Degrees are granted concurrently.

MBA with a Graduate Certificate in Petroleum Management
The MBA program with a graduate certificate in Petroleum Management (http://business.ku.edu/mba-petroleum-management-mba-pm) from the School of Engineering (http://www.engr.ku.edu) is offered full time on the Lawrence campus. This is a specially designed course of study. It meets the requirements of active-duty U.S. Naval Supply Corps officers who usually are assigned to billets requiring this training upon completion of study at KU. Other students interested in the intersection of the management of fuels and business are also encouraged to apply to this program. Students typically take a minimum of 43 hours of MBA coursework and 15 hours of Engineering coursework during this two-year program.

MBA Admission Requirements
Admission to MBA Programs
MBA programs are open to those who have earned a baccalaureate degree from an accredited college or university and whose undergraduate academic records, scores on the required standardized examination, and prior work experience indicate that they have the capability to complete the program. A Bachelor's degree in Business Administration, specifically, is not required - other areas of study are also eligible. Admission to all programs in business is reviewed by the MBA Admissions Committee. Those who have not completed a baccalaureate degree are not eligible for enrollment in MBA courses.

Applicants for MBA graduate programs must take the Graduate Management Admission Test (http://www.mba.com/us/the-gmat-exam/register.aspx) administered by Pearson VUE. The GMAT is administered in most foreign countries and by appointment at designated testing
centers throughout the United States. The test typically is taken during the academic year before the term for which admission is sought.

Regular Admission to MBA Programs

The admission committee looks at each applicant holistically for evidence of preparedness for graduate and MBA study. The minimum requirements for consideration include:

1. Bachelor’s Degree (or international equivalent) from an accredited university with a 3.0 cumulative GPA.
2. GMAT score of 500 or above (or an equivalent GRE score), and
3. A completed application.
4. Quality and length of post-graduate work experience,
5. Evidence of leadership.
6. Evidence of analytical ability.

A complete MBA application includes:

1. Completed application form
2. Official transcript with GPA and conferral of a Bachelor’s Degree (or international equivalent) from an accredited school
3. Resume or CV
4. Official GMAT or GRE or a waiver request
5. Personal Statement and/or Essays
6. Application fee
7. For international applicants only, IELTS or TOEFL score.

Additional Admission Notes:

Provisional Admission to the MBA Program

Provisional admission may be offered to applicants who meet all requirements for admission but have a bachelor’s degree (or international equivalent) with a 2.0-3.0 cumulative GPA from an accredited university. Provisional admission affords one semester of enrollment in the MBA program, at the conclusion of which a 3.0 GPA must be earned or the student is subject to dismissal.

GRE vs GMAT Scores

The GMAT exam is preferred. However, we will accept a GRE score and review it based on a GMAT concordance.

International Applications:

Students whose native language is not English or who have not completed a degree from a college or university in the United States, Great Britain, Canada, or Australia are required to provide English proficiency scores to earn regular admission into the MBA and obtain a waiver from the AEC. International students in F-1 and J-1 status must also comply with Federal immigration requirements by pursuing a full course of study each semester to maintain their legal status. Students who require an F-1 or J-1 visa are not eligible for admission into the Working Professional MBA and/or Online MBA Part-Time Programs.

GMAT/GRE Waiver Policy for Online and Working Professional MBA Programs

A GMAT or GRE score report is generally required as part of the application process. It is used by the Admissions Committee to help assess an applicant’s quantitative and analytical readiness for graduate study and the academic rigor of the KU MBA program. However, under special circumstances, candidates may request a GRE/GMAT waiver. Requested waivers will be reviewed for those candidates whose academic records and professional work experience demonstrate a high level of quantitative and analytical skill.

All requests for a GMAT waiver must be in writing. The Admissions Committee will review all waiver requests. The waiver request will be reviewed for readiness to complete graduate education, for quantitative ability, and for advanced analytical reasoning. Some of the criteria for granting the GMAT waiver include:

1. A J.D, M.D or Ph.D. degree
2. Significant professional leadership experience. At least 7 years in a professional, managerial role.
3. Evidence of quantitative and analytical reasoning.

Multiple factors will be considered by the Admission Committee in evaluating the applicant’s quantitative and analytical reasoning when reviewing a waiver request. Some of those factors include (but are not limited to):

- Quantitative or analytical academic undergraduate and graduate coursework and grades,
- The rigor of the degree-granting college or university,
- Previous work experience with job responsibilities that demonstrate quantitative and analytical skills, and
- Possession of professional certifications such as CFA, CPA, Six Sigma or similar certifications.

MBA Admission through Completion of the Foundations of Business Certificate

Students can be admitted to the MBA program upon completion of the Foundations of Business Certificate program with a cumulative certificate GPA of at least 3.5. No further review is required for admission to the MBA program.

Students must complete the five Foundations of Business courses in three consecutive semesters to earn admission to the MBA program, and before taking other courses in the MBA program. If a student does not meet the 3.5 GPA requirements, he/she can apply for the MBA program through the regular admission process. No probationary period will be granted. This admission option is not available through any other MBA Graduate Certificates.

Admission to the Foundations of Business Certificate:

An applicant may apply directly to the Foundations of Business Certificate instead of the MBA program. The GMAT is not required for admission to the Foundations of Business Certificate. A certificate GPA of 3.0 or higher is required for completion of the certificate program.

Requirements for admission to the certificate program include:

1. Bachelor’s Degree (or international equivalent) from an accredited university with a 3.0 cumulative GPA,
2. Official transcript
3. A completed application form.
4. For international applicants only, IELTS or TOEFL score.

Combined Degrees

Dual MBA and JD

This program combines in 4 years of study the 3-year Juris Doctor (http://business.ku.edu/mba-juris-doctor-mba-jd) program offered by the School
of Law (http://law.ku.edu) and the Full-Time MBA program offered by the School of Business. It entails 40 hours of MBA coursework and 76 hours of law coursework. It is for students who plan to engage in corporate law practice or enter business using law training as background. It offers training in the convergent fields of business management and law.

Students must meet the admission requirements of each school and should be admitted by both the School of Law and the School of Business before entering the second year. The Law School Admission Test and the Graduate Management Admission Test are required. A student who decides to enter the program after beginning the first year in the School of Law or in the MBA program should discuss the plan with the associate dean or program director of each school as early as possible. No student may be admitted to the joint program after completing more than two full semesters in either the JD or the MBA curriculum. Diplomas are awarded concurrently by each school at the conclusion of the joint degree program requirements.

The joint MBA/JD is open to those who have earned baccalaureate degrees from accredited colleges or universities and whose undergraduate academic records indicate that they have the capability to complete both programs. All students in the combined program must complete a minimum of 40 credit hours of graduate work in business.

The School of Business follows general Graduate Studies regulations requiring a 3.0 cumulative grade-point average for all coursework counted toward any master's degree. The School of Law requires a minimum cumulative grade-point average of 2.0 (C) in all law school work. Grades received in any law courses credited toward fulfillment of the MBA degree requirements are incorporated into the MBA grade-point average, which ultimately must be 3.0 for the awarding of the MBA degree.

**Dual MBA and M.Arch. Degree Program**

The Master of Business Administration/Master of Architecture dual degree program is designed particularly for students intending to pursue leadership opportunities in architecture, development, or construction. Students completing the dual degree program earn an MBA from the KU School of Business (http://business.ku.edu/mba-full/overview) and an M.Arch. from the KU School of Architecture, Design and Planning (http://sadp.ku.edu).

Students complete 106 credit hours in the Master of Architecture (http://business.ku.edu/mba-architecture-mba-march) program and 34 credit hours in the School of Business. Prospective dual degree students must already be students in the Master of Architecture program and must apply and be accepted by the School of Business. New students must complete the architecture curriculum before starting the MBA curriculum and must declare their intention before completing the first year of the architecture curriculum. Typically, the MBA is completed during the final year of study. Degrees are granted concurrently.

**Dual MBA and MD**

This dual degree offered in partnership with the KU Medical Center allows MD students an opportunity to earn an MBA in one year, as part of the full-time program.

**Dual MBA and Pharm.D.**

This dual degree program allows students to earn an MBA from the School of Business (http://www.business.ku.edu) and a Doctor of Pharmacy (http://business.ku.edu/mba-doctor-pharmacy-mba-pharmd) from the School of Pharmacy (http://pharmacy.ku.edu) by extending their professional graduate study. The MBA/Pharm.D. program is combined with the Working Professional Program at the Edwards Campus. Students take 33 hours to complete the MBA portion of this dual degree. Students gain competence and expertise in the complementary fields of business management and pharmacy. It is particularly appropriate for those intending to manage a retail or health-system pharmacy or assume a leadership role in the pharmaceutical industry or in managed health care.

Prospective students must submit an application and be accepted to the School of Pharmacy first. Pharmacy students are recommended to the MBA program by the Associate Dean of Pharmacy. Students must meet the prerequisites of and be accepted by both schools. Degrees are granted concurrently.

**MBA with a Graduate Certificate in Petroleum Management**

The MBA program with a graduate certificate in Petroleum Management (http://business.ku.edu/mba-petroleum-management-mba-pm) from the School of Engineering (http://www.engr.ku.edu) is offered full time on the Lawrence campus. This is a specially designed course of study. It meets the requirements of active-duty U.S. Naval Supply Corps officers who usually are assigned to billets requiring this training upon completion of study at KU. Other students interested in the intersection of the management of fuels and business are also encouraged to apply to this program. Students typically take a minimum of 43 hours of MBA coursework and 15 hours of Engineering coursework during this two-year program.

**Master of Business Administration Degree Requirements**

**Full-Time MBA Degree Program**

The full-time MBA program features an emphasis on cohort learning. The community building begins each August with orientation and is integrated throughout the program. The Full-Time MBA program in Lawrence requires 50 credit hours over 16 months. An optional fourth semester is offered. Students are admitted to the program only once a year in the fall semester. Requirements are designed for a person holding a baccalaureate degree in any field, with no specific course requirements in business and related areas. Transfer credit is not accepted to this program. Due to the accelerated nature of this program, students who receive a failing grade in a course or have less than 3.0 after the first semester may be dismissed upon recommendation of the MBA team.

The 50 hours in the MBA program consist of 31 credit hours in ten core classes, 7 credit hours of application classes, and 12 credit hours of specialized track classes. Prior to the beginning of the second semester, students select a track of either Finance or Marketing/Supply Chain Management.

**Full Time MBA Degree Requirements**

**Year 1**

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<tr>
<th>Core:</th>
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### Working Professional MBA Degree Program

**KU Edwards Campus**

The Working Professional MBA program in Kansas City is located at 12600 Quivira Rd., Overland Park. The Working Professional MBA program at the KU Edwards Campus requires a total of 42 credit hours. Core courses cannot be waived or substituted. Up to 6 graduate credit hours may be transferred in as elective content from a KU department or AACSB-accredited institution. All transfer coursework must be pre-approved by the MBA Team. Students may take online course equivalents to meet Working Professional MBA Degree requirements.

#### Working Professional MBA Degree Requirements

**Required Core Classes**

- ACCT 701 Financial Accounting 2
- DSCI 701 Statistical Decision Making 2
- MGMT 701 Organizational Behavior 2
- FIN 701 Financial Management 2
- MKTG 701 Marketing Management 2
- BE 701 Business Economics 2
- SCM 701 Introduction to Supply Chain Management 2
- MGMT 705 Ethical Decision Making in Business 2
- IBUS 701 International Business 2
- MGMT 704 Strategic Management 2

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<th>Elective Courses (any course numbered 710+)</th>
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<td>Total Credit Hours: 42 (0)</td>
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### Accelerated Working Professional MBA Degree Program

The Accelerated Working Professional MBA degree requires a total of 33 credit hours. Only those with a business undergraduate degree from an AACSB accredited institution with an undergraduate GPA of at least 3.0 on a 4.0 point scale, within the last 5 years are eligible for enrollment. Accelerated students must also adhere to the same policies as the Working Professional MBA program. Students may take online course equivalents to meet Accelerated Working Professional MBA Degree requirements.

#### Accelerated Working Professional MBA Degree Requirements

**Core Courses**

- SCM 701 Introduction to Supply Chain Management
- MGMT 705 Ethical Decision Making in Business
- IBUS 701 International Business
- MGMT 704 Strategic Management (Marketing Advanced Core)

**Elective Courses (Any course numbered 710+)**

| Total Credits: 33 |

### Online MBA Degree Program

The Online MBA degree requires a total of 42 credit hours. To complete the Online MBA, students are required to complete 30 credits of core business courses and 12 credits in one focus area: Management and Leadership, Finance, or Marketing. The Online MBA curriculum is comprised of stackable certificates, and students can choose to take these as "stand-alone" options. Foundations Certificate (15 credits), Pillars Certificate (15 credits), and Elective Certificate in Management and Leadership, Finance, and Marketing (12 credits). Foundations and Pillars Courses cannot be waived or substituted. Up to 6 graduate credit hours from a KU Department or an AACSB-accredited institution can be transferred in as elective credits. All transfer coursework must be pre-approved by the MBA Team.

#### Online MBA Degree Requirements

**Core Courses (30)**

| Foundations Certificate (15 hours) |
|-----------------------------------|--|
| ACCT 706 Accounting                3 |
| FIN 706 Finance                    3 |
| DSCI 706 Statistics                3 |
| MGMT 706 Managing People           3 |
| MKTG 706 Marketing                 3 |
| Pillars Certificate (15 hours)     |
| MGMT 718 Business Law and Ethics   3 |
| BE 718 Managerial Economics        3 |
| DSCI 718 Operations and Supply Chain Management 3 |
| IBUS 718 International Business    3 |
| MGMT 719 Strategic Management      3 |

**Elective Courses (36)**

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<td>FIN 751 Corporate Finance       3</td>
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<tr>
<td>FIN 752 Financial Institutions and Markets 3</td>
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MBA Certificate Programs

Certificates in business at the graduate level offer an opportunity to pursue a specific skill set in an in-depth and focused manner.

MBA Certificates are designed to work in tandem with the Working Professional and Online MBA program. Some certificates require a previous MBA or specific course prerequisites, others require only a bachelor’s degree, as long as students have at least a 3.0 GPA on a 4.0 scale. Prerequisites for each certificate program vary and must be taken in addition to the certificate courses.

Students must maintain a 3.0 and pass each course each semester to remain in good standing. Students who drop below 3.0 after the first semester may be dismissed upon recommendation of the MBA team.

Current students in the MBA program are encouraged, but not required, to complete a certificate. Certificates provide official recognition on their transcript in an area of study. All of these certificates require 12 credit hours for completion.

Students must apply to certificates separately according to certificate admission guidelines (http://business.ku.edu/working-professional-mba-certificates). Graduate MBA Certificates are offered as resources allow. The following Certificates will be available, based on student demand and faculty availability. Please inquire to the MBA Office for more information:

- Finance
- Marketing
- Management and Leadership

Admissions Requirements for MBA Certificates:

- Online Application
- Application Fee
- Official transcript (Current MBA students excluded)
- Current Resume