

# Bachelor of Business Administration

## Business Administration B.B.A.

The Bachelor of Business Administration (BBA) exposes students to a broad range of topics such as business law, economics, finance, management, marketing and international business. The accredited BBA program curriculum provides a strong professional education within a broad liberal arts context.

Program outcomes include strong verbal and written communication skills, an aptitude for technology, data analysis proficiency, a global perspective on business and the ability to maintain good professional relationships. Flexible course schedules make it easy for full-time employees to earn their degrees as part-time students.

### Accredited

The KU School of Business is proud to be accredited by the Association to Advance Collegiate Schools of Business (<http://www.aacsb.edu/>). AACSB accreditation is the gold standard of quality in the world of business education.

### Requirements

Ideal candidates are individuals wanting to gain business theory, practical knowledge and professional skills in preparation for careers as business leaders. Those interested should have earned an associate's degree or equivalent credit hours and seek to complete requirements for a bachelor's degree.

*This program is funded by the Johnson County Education and Research Triangle (<http://edwards-campus.ku.edu/johnson-county-education-research-triangle/>) initiative.*

## B.B.A. Admission

Admission is competitive. Students should apply during the semester in which they will complete the minimum requirements for admission and after gaining admission to KU. The application is available on the Edwards Campus website (<http://www.edwards-campus.ku.edu/bba/>). Deadlines are **December 1** for spring, **May 1** for summer, and **July 1** for fall entry. Students who meet the minimum admission standards are not guaranteed admission.

## Prebusiness Preparation

Students planning to enter the School of Business should work toward completing pre-admission requirements first. Every student contemplating a business major in the School should enroll in a mathematics course during the first semester. Students must take the following courses before admission to the school:

Code	Title	Hours
ACCT 200	Fundamentals of Financial Accounting	4
ACCT 201	Managerial Accounting I	3
ECON 142	Principles of Microeconomics	3
ECON 144	Principles of Macroeconomics	3
Various (MATH 365, PSYC 210, COMS 356, BIOL 570, SOC 510, etc., for example)		

See the Office of Admissions (<http://admissions.ku.edu/>) for more information.

## Minimum Requirements

To satisfy minimum standards for admission to the School of Business, a student must

1. Complete 60 college credit hours including ACCT 200, ACCT 201, statistics (with prerequisite MATH 101), ECON 142, ECON 144, and PSYC 104 (or their equivalents).

**Because admission is competitive, students who meet the minimum admission standards may not be admitted.**

Guaranteed admission to the School of Business is possible when achievement of a grade-point average of 3.0 in all professional course work (business and economics) has been met at the time of application (in addition to the minimum requirements listed above).

## Transfer Students

Transfer students may find it to their advantage to enter KU before the completion of their associate's degree, because some required courses may be available only at KU. Students attending Kansas community colleges should consult their advisors and a KU School of Business advisor about course equivalents and articulation agreements to ensure progress toward the degree. The Office of Admissions provides a guide (<http://credittransfer.ku.edu/>) to how classes at your current or former school transfer to KU. You must submit official transcripts of course work completed to the Office of Admissions (<http://admissions.ku.edu/>) before a final determination can be made.

At least 30 hours of junior/senior School of Business course work must be completed at KU (courses in residence) for the student to be eligible for graduation. As of fall 2008, only transfer grades of C- or higher apply toward graduation from the KU School of Business.

## KBOR Transfer Pilot

Beginning with students admitted during the 2019-2020 academic year, the Kansas Board of Regents has initiated a transfer pilot program with Johnson County Community College under which a maximum of 75 hours of community college coursework may be applied toward a KU business degree at the University of Kansas Edwards Campus. A minimum of 45 credit hours must be earned at the University of Kansas in courses designated at the 300 level and above, and all degree requirement must be satisfied.

## 10-Year Rule

Transfer business credits are limited to a 10-year span in which they can be considered equivalent to a KU School of Business course and satisfy any corresponding requirement. This 10-year limit begins on the date of completion of the credit. After 10 years, transfer business credits are treated as elective business credit, and a course repeat or update may be necessary.

## Tentative Evaluation of Credit

Before enrolling in a non-KU course, students may submit KU's standard Request for Tentative Evaluation of Credit form to Student and Academic Services (<https://business.ku.edu/services/student-and-academic-services/>) for approval.

## Readmission

Students must submit an application for readmission to KU if their lapse in attendance is one semester or more. See the Office of Admissions (<https://admissions.ku.edu/>) for more information. Students may be readmitted to the School of Business if they left the School in good standing and it has been less than 5 years since they last attended.

## 5-Year Rule

If a student does not complete the business degree within five years of last attendance, the student must reapply through the competitive admission process. Students also must complete degree requirements in effect at the time of readmission to the business school regardless of the initial program.

## Dismissal

Students who have been dismissed from the School must reapply through the competitive admission process.

## Bachelor of Business Administration Degree Requirements

### KU Edwards Campus

This program for students who want to attain practical knowledge, business theory, and professional skills in preparation for careers as business leaders. It covers a broad range of topics including business law, economics, finance, management and leadership, marketing, and international business. Calculus is not required.

Offered exclusively at the KU Edwards Campus (<http://edwards-campus.ku.edu/>), 12600 Quivira Rd., Overland Park, KS 66213, this program responds to the needs and goals of nontraditional part-time students. In addition to the 39 credit hours listed below, School of Business graduation requirements apply. Contact the BBA Learning Coach at 913-897-8539 for information and advising.

### B.B.A. Curriculum

Code	Title	Hours
BBA 301	Managerial Economics	3
BBA 302	Legal Aspects of Business	3
BBA 303	Organizational Behavior	3
BBA 304	Marketing	3
BBA 305	Management Science and Operations Management	3
BBA 306	Finance	3
BBA 307	Introduction to International Business	3
BBA 308	Business Policy and Strategy	3
BBA advanced business electives:		15
BBA 400	Special Topics in Business Administration: _____	
BBA 401	Marketing Management and Strategy	
BBA 402	Human Resources Management	
BBA 403	Ethical Decision Making in Business	
BBA 404	Entrepreneurship	
BBA 405	Introduction to Supply Chain Management	
BBA 406	Advanced Finance - Principle and Applications	
BBA 407	Information Systems Technology Elective: _____	
BBA 408	Accounting Elective: _____	

BBA 409	Management of Small Business	3
BBA 410	Project Management	
BBA 500	Individual Research in Business	
BBA 610	Intermediate Financial Accounting I	
BBA 620	Intermediate Financial Accounting II	
BBA 630	Foundations of Taxation	
BBA 640	Principles of Auditing	
ENTR 430	Corporate Entrepreneurship	

B.B.A. candidates may earn an Accounting Certificate. Please visit the certificate (<http://www.EdwardsCampus.KU.edu/ACCTcertificate/>) website for more details.

Please visit the B.B.A. website (<http://edwards-campus.ku.edu/overview-bachelors-business-administration-bba/>) for further information.

## Graduation Requirements

### Grade-Point Average Required for Graduation

To be eligible to graduate from the School of Business, a student must earn a grade-point average of 2.2 in

1. Total hours attempted from all schools (including Independent Study through KU Continuing Education),
2. All professional (business and economics) courses attempted from all schools,
3. Total hours attempted at KU, and
4. All professional hours attempted at KU.

B.B.A. candidates must achieve a 2.5 grade-point average in the 21 credit hours that include BBA 307, BBA 308, and the 5+ advanced business electives.

### Tentative Evaluation of Credit

Before enrolling in a non-KU course, students must submit KU's standard Request for Tentative Evaluation of Credit form to Student and Academic Services (<https://business.ku.edu/services/student-and-academic-services/>) for approval.

### Independent Study Through KU Continuing Education

After admission to the school, students may complete up to 30 hours of Independent Study (<http://www.independentstudy.ku.edu/>) through KU Continuing Education. Prior approval from the school is recommended.