

Major Course Requirements

A minimum of 58 hours

► **Core Requirements (38 hours):**

BUAD 505	Management in a Changing World	5
BUAD 510	Accounting for Control & Decision Making	5
BUAD 520	Financial Management	5
BUAD 530	Organizational Behavior	5
BUAD 540	Marketing Management	5
BUAD 555	Leadership and Change	5
BUAD 570	Strategic Decision Making	5
RELP 520	Integrating Faith and Leadership	3

► **Foundational Requirements (0-20 hours)**

Students who lack the appropriate undergraduate prerequisites must complete the following courses:

ACCT 505	Financial Accounting (5) All Emphases
FNCE 505	Finance (5) All Emphases

► **Emphases (choose one):**

1. Healthcare Administration Emphasis (20 hours)

Healthcare Administration Electives	20
Healthcare Administration elective hours, chosen in consultation with the advisor.	

2. Management Emphasis (20 hours)

20 hours from the following courses	20
BEXM 505	Legal Framework of Decisions (5)
BEXM 560	Seminar in Entrepreneurship (5)
BEXM 585	Contemporary Issues in Management (5)
BEXM 594	Business International Study Tour (5)
BEXM 595	Independent Study (5)
BEXM 597	Management Research (5)
BHRM 510	Human Resource Management (5)
BUAD 555	Leadership and Change (5)
ECON 521	Managerial Economics (5)

For More Information

Business Administration
 Online MBA Program
 707-965-6238

Website: www.puc.edu/mba

Admission Information

Admission to the M.B.A. Program

All potential students, including former Pacific Union College students, must apply for admission both to the college and to the M.B.A. program. The application will be considered once official postsecondary transcripts and other requested materials have been filed with the PUC Admissions Office. Admission is determined by the Business Department faculty on the basis of credentials held, recommendations, former academic performance, and background.

1. Admission to Pacific Union College.
2. A baccalaureate degree (any major) from a regionally-accredited institution of higher education.
3. Submission of a graduate application that includes the following:
 - a) online application form;
 - b) application fee of \$40 (non-refundable);
 - c) two recommendations (completed by work supervisors or undergraduate professors);
 - d) official transcripts from all institutions attended;
 - e) A personal statement (1500 words);
 - f) A resume;
 - g) A minimum cumulative undergraduate GPA of 3.0; and
 - h) Official scores from the Graduate Management Admission Test (GMAT), taken within the past five years. *Note: With Business Department approval, applicants may be admitted without the GMAT if they have a cumulative GPA of at least 3.25 or if they have at least five years of full-time business-related management experience.*
4. Recommended: Completion of the following courses at the undergraduate level with a grade of "C-" or higher:

All Emphases:

 - a) Accounting (ACCT 121+122+123 or equivalent)
 - b) Finance (FIN 341 or equivalent)

Transfer Credit for the M.B.A. Program

The department chair must approve any transfer coursework prior to admission to the program. Credit earned by correspondence, examination, work experience, or continuing education is not applicable to the M.B.A. course requirements.

Student Learning Outcomes

Students can:

- Understand the free enterprise system within a framework of moral and ethical guidelines.
- Articulate a sound Christian philosophy toward our current economic environment and understand the various environmental factors that affect business.
- Demonstrate the business skills required for today's job placement.
- Demonstrate preparation to serve in a position of leadership.
- Demonstrate preparation for entrance into terminal degree programs or related area of concentration and obtain professional degrees.

Program Structure

Calendar and Timeline

The M.B.A. program is offered online. Courses are taught in twelve-week terms in the fall, winter, and spring. Multiple six-week summer sessions are also offered for students desiring to complete their program more rapidly.

Full-time students enroll for 2 courses per regular term. Part-time students enroll for 1 course per regular term. Students who are working full time should plan to enroll on a part-time basis. The course requirements are rigorous; students should expect to spend approximately 11 hours per week per course during regular 12-week terms. During summer terms, the curriculum is condensed and students should budget 22 hours per week per course.

Your individual course schedule and timeline is highly flexible to accommodate your individual needs. Once you are accepted to the program, you will be assigned a graduate advisor from the Business Department faculty. Your advisor will work with you to construct an acceptable Program of Studies.

Full-time students who have met all prerequisites can finish in as little as 2 years. Part-time students taking one course per term during fall, winter and spring with a break in the summer may take as long as five years to complete the program.

Graduation Information

Residency and Time Limits

A maximum of 9 quarter hours of approved graduate transfer credits (minimum grade of B) may be applied toward the core and emphasis requirements for the degree. The last 45 hours applied to the M.B.A. must be taken at Pacific Union College.

The programs are structured to meet the needs of the full-time as well as the part-time student. Normal progress is three or four courses per term for the full-time student and one or two courses per term for the part-time student. The time allowed from enrollment to the graduate program to the conferring of the M.B.A. degree may not exceed five years. A student who has not registered for courses for three consecutive terms has broken residency and must apply for readmission.

The Program of Studies

Each student will be assigned a graduate advisor from the Business Department faculty. The student will work with their advisor to construct an acceptable Program of Studies. The advisor and the department chair will work collaboratively to monitor progress during the period of graduate study.

The Program of Studies must provide for the following:

1. removal of any undergraduate deficiencies;
2. sequencing of course work so that all requirements are completed within the five-year limit.
3. completion of all requirements for the degree; and

Requirements for Graduation with the M.B.A.

M.B.A. candidates have the option of fulfilling requirements under the catalog of their first enrollment or any subsequent catalog during the time of continuous enrollment. To receive the M.B.A., students must meet the following requirements

1. Satisfactory completion of approved Program of Studies, including all core and emphasis requirements. A student may earn multiple emphases, provided that each emphasis includes 18 hours of credit that do not overlap with any other emphasis.
2. A minimum overall graduate GPA of 3.0 with no more than two classes with grades below than B-. Classes with a grade of C- or below will not be counted for credit towards the master's degree, although they impact the graduate GPA. A course may be repeated one time to improve the GPA. A maximum of two courses may be repeated.
3. Completion of requirements within five calendar years beginning with the first enrollment in courses counting toward the master's degree. A time extension requires petition to and approval from the Business Department.
4. Submission of the Application to Graduate with the Records Office according to published institutional deadlines.