

# Master of BUSINESS ADMINISTRATION

*Whether* you're a business professional seeking the skills needed to advance or a newcomer to the field of business, Shepherd's M.B.A. program can help you realize your potential and achieve your career objectives. Develop a global perspective and learn to communicate effectively with individuals from diverse cultural, academic, and professional backgrounds. Build your résumé through collaborative research with faculty or an internship with an influential leader in your area of concentration. Graduate with the knowledge and confidence needed to succeed, all while balancing work and family life. The Shepherd University Martinsburg Center provides a flexible course schedule and a hybrid in-class/online format to ensure the M.B.A. program is designed specifically to fit your schedule, your budget, and your goals.

Accredited by the International Assembly for Collegiate Business Education (IACBE), Shepherd is one of four colleges in West Virginia with an IACBE-accredited M.B.A. program. Students will receive valuable education in a classroom setting and practical experience through the program's partnerships with businesses and entrepreneurs.

The Master of Business Administration is a 36-credit hour program. Students will complete their coursework with a flexible set of electives or select a concentration in health administration, public management, and sport management. Here, students work in a collaborative environment with faculty mentors in an open exchange of ideas and information. In the internship experience, students are exposed to new ideas and put theory into practice through contact with influential leaders from a variety of companies and industries.

For more information about Shepherd University's Master of Business Administration (M.B.A.), contact:

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Accredited by:



# MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

## ■ Admission Requirements

### M.B.A. entrants must:

- Hold a baccalaureate degree granted by a regionally accredited institution (for international students, a degree granted by a recognized institution).
- Have earned a minimum cumulative grade point average of 2.75 in all undergraduate coursework OR have earned a minimum cumulative grade point average of 3.0 in the last 60 hours of undergraduate coursework OR have earned a minimum cumulative grade point average of 3.0 in the applicant's major field of study; or have earned a minimum cumulative grade point average of 3.0 in all courses taken at the graduate level.
- Submit a résumé.
- Have two letters of recommendation.
- Complete a letter of intent that describes how the student envisions using the M.B.A. degree to enhance their personal and career goals.

### International entrants also must:

- Satisfy one of the following English proficiency tests: a minimum score of 79 Internet-based, 550 paper-based, or 213 computer-based on TOEFL, 7.0 on IELTS, 77 on MELAB, or Grade Pre-1 on EIKEN. *Note: Students who do not meet the English language proficiency requirement may take foundational Intensive English Language Program courses at Shepherd.*
- Submit an academic credential evaluation for coursework completed at all non-U.S. colleges and universities.
- Provide a proof of financial support to cover the tuition and living expenses for at least 12 months' study.

See full instructions on international graduate admissions online at [www.shepherd.edu/international-graduate-admissions](http://www.shepherd.edu/international-graduate-admissions) or contact an admissions counselor at 304-876-5212 (inside the U.S.) or +1 304-433-7343 (outside the U.S.).

### Admission Procedure:

Applicants should fill out a graduate application, which can be downloaded at [www.shepherd.edu/graduate-studies/apply](http://www.shepherd.edu/graduate-studies/apply) or requested by phoning 304-263-3303. The application, \$40 application fee (a check or money order, payable to "Shepherd University"), and all supporting materials should be sent to the Shepherd University Martinsburg Center, 261 Aikens Center, Martinsburg, WV 25404.

### M.B.A. Foundations Program

Students admitted to the Shepherd M.B.A. program must meet three content area prerequisites: accounting, statistics, and economics. Foundational courses at the undergraduate level must have been taken within the last seven years with a grade of B or higher. Applicants who lack this undergraduate coursework can fulfill the foundational requirements in one of three ways:

- Taking the appropriate graduate foundational coursework at the graduate level (foundational courses do not count toward the M.B.A.)
- Passing the appropriate CLEP test(s).
- Submitting a portfolio of work-related experience and requesting an evaluation of academic coursework by the M.B.A. coordinator. Applicants may begin the M.B.A. program while completing their prerequisite courses.

## ■ Accreditation

Shepherd University's M.B.A. program is accredited by the International Assembly for Collegiate Business Education and the Higher Learning Commission.

## ■ Curriculum for a Master of Business Administration

### Core curriculum, 21 hours:

MBA 500 - Challenges to Modern Business (3 cr)

MBA 510 - Advanced Management Theory (3 cr)

MBA 520 - Leadership and Ethics (3 cr)

MBA 540 - Advanced Marketing Theory (3 cr)

MBA 560 - Managerial Economics (3 cr)

MBA 570 - Managerial Accounting (3 cr)

*Culminating Experience: Students should select either MBA 590 or MBA 591. Specific concentrations may require a particular culminating or capstone experience.*

MBA 590 - Applied Research Project and Capstone (3-6 cr) OR

MBA 591 - MBA Internship and Capstone (3 cr)

### Electives, 15 hours:

Students with no concentration should select 15 hours of electives. Concentrations below may require a variable number of elective credits. For a list of the elective courses, visit [www.shepherd.edu/mba](http://www.shepherd.edu/mba).

### Accounting Concentration, 15 hours:

MBA 575 - Advanced Auditing (3 cr)

MBA 576 - Advanced Tax Strategies (3 cr)

MBA 577 - Accounting Ethics (3 cr)

Electives - (6 cr)

### Health Administration Concentration, 15 hours:

MBA 511 - Health Administration and Strategy (3 cr)

MBA 512 - Healthcare Policy (3 cr)

MBA 513 - Health Economics and Finance (3 cr)

MBA 514 - Healthcare Law (3 cr)

MBA 515 - Introduction to the U.S. Healthcare System (3 cr)

Students in the health administration concentration must take MBA 591 as their culminating experience course.

### Public Management Concentration, 15 hours:

MBA 517 - Human Resources (3 cr)

MBA 531 - Organizational Development (3 cr)

MBA 532 - Project Management (3 cr)

MBA 533 - Public Policy Analysis (3 cr)

MBA 534 - Public Budgeting and Financial Management (3 cr)

### Sport Management Concentration, 15 hours:

**Fall** MBA 521 - Sport Management (3 cr)

**Spring** MBA 522 - Sport Marketing and Sales (3 cr)

**Summer** MBA 523 - Sport Law and NCAA Compliance (3 cr)

**Spring** MBA 524 - Event and Facility Management (3 cr)

*Choose one of the following courses:*

**Summer** MBA 527 - Olympic Sport Field School (3 cr) OR

MBA 526 - Professional Sport Field School (3 cr) OR

MBA 528 - International Sport Field School (3 cr)

## ■ About Shepherd University

Shepherd University, a West Virginia public liberal arts university, is a diverse community of learners and a gateway to the world of opportunities and ideas. We are the regional center for academic, cultural, and economic opportunity.

- Only 90 minutes away from the Washington-Baltimore area, accessibility to career/internships and educational resources.

- Shepherd University Martinsburg Center is a newly outfitted facility with the latest classroom technology, conveniently located off Interstate 81, Exit 16 with easy access to Charles Town, Hagerstown, Winchester, and surrounding areas. Community facilities and restaurants are located nearby, and student services are offered on site.