

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. Build your résumé through the full M.B.A. program or through one of three academic certificates. 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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Learn more: www.shepherd.edu/mba

Accredited by:



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

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

■ Admission Requirements

Graduate entrants must:

- Hold a baccalaureate degree granted by a regionally accredited institution (for international students, a degree granted by a recognized institution).
- Submit the official transcript for undergraduate studies with a minimum cumulative grade point average of 2.75.
- 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.
- **4+1 M.B.A. applicants:** Have a minimum 3.0 undergraduate overall GPA and earned a minimum of 90 undergraduate credit hours. *The 4+1 M.B.A. is open for current Shepherd undergraduate students.*

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 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 at www.shepherd.edu/graduate-studies/apply or request a copy by phoning 304-876-5313. The application, \$40 application fee (a check or money order, payable to "Shepherd University"), and all supporting materials should be sent to the Office of Graduate Admissions, P.O. Box 5000, Shepherdstown, WV 25443-5000.

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.

■ Curriculum for a Master of Business Administration

Core Curriculum, 27 hours:

- MBA 500 - Challenges to Modern Business (3 cr)
- MBA 520 - Leadership and Ethics (3 cr)
- MBA 532 - Project Management (3 cr)
- MBA 540 - Advanced Marketing Theory (3 cr)
- MBA 550 - Business Analytics (3 cr)
- MBA 560 - Managerial Economics (3 cr)
- MBA 570 - Managerial Accounting (3 cr)
- MBA 579 - Advanced Financial Management (3 cr)

Culminating Experience: Select either MBA 590 or MBA 591. Health administration concentration requires MBA 591.

MBA 590 - Applied Research Project and Capstone (3-6 cr) OR
MBA 591 - MBA Internship and Capstone (3 cr)

Electives, 9 hours:

Students with no concentration should select 9 hours of electives. For a list of the elective courses, visit www.shepherd.edu/mba.

Health Administration Concentration, 15 hours:

M.B.A. health administration certificate: *choose three courses.*

- 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)

Public Management Concentration, 9 hours:

M.B.A. public management certificate: *choose three courses.*

- MBA 517 - Human Resources (3 cr)
- MBA 531 - Organizational Development (3 cr)
- MBA 533 - Public Policy Analysis (3 cr)
- MBA 534 - Public Budgeting and Financial Management (3 cr)

Sport Management Concentration, 9 hours:

M.B.A. sport management certificate: *choose three courses.*

- MBA 521 - Sport Management (3 cr)
- MBA 522 - Sport Marketing and Sales (3 cr)
- MBA 523 - Sport Law and NCAA Compliance (3 cr)
- MBA 525 - Facility and Event Management (3 cr)

■ Curriculum for an M.B.A. Certificate

Complete one advisor-approved course from the M.B.A. core curriculum, then complete three courses from a selected concentration above. To apply:

- Complete the graduate application.
- Pay a non-refundable application fee of \$40.
- Have earned a baccalaureate degree from a regionally accredited institution of higher education.
- Submit the official transcript for undergraduate studies with a minimum 2.75 overall GPA. Students who do not meet these standards may, at the discretion of the graduate program coordinator, be admitted on a conditional or provisional basis.

About Shepherd University Graduate Studies

Shepherd University, a public university in West Virginia, established graduate studies in 2003. The university offers a variety of post-baccalaureate opportunities including a doctoral degree in nursing practice; master's degrees in business administration, college student development and administration, curriculum and instruction, data analytics and information systems, and teaching; and non-degree certificates at www.shepherd.edu/graduate-studies. Our location in the eastern panhandle of the state provides many regional opportunities, and being 90 minutes from the Washington, D.C., Baltimore, and northern Virginia metro areas provides unique locations for internships, practicum, and clinical experiences. The university's core values of learning, engagement, integrity, accessibility, and community are embraced by graduate studies and shared with the diversity of learners in our graduate programs.