

# BUSINESS ADMINISTRATION, MBA

## Mission

The mission of the Master of Business Administration is to provide advanced business study, integrating Biblically-based teaching to train and equip business professionals and developing faith, character, and an entrepreneurial spirit to produce Christ-centered men and women to impact the marketplace.

The faculty of the Crowell School of Business combines an integrated Biblical worldview with scholarly research, academic rigor, real-world experience, and teaching excellence. Each is engaged in the ministry of preparing men and women to be good and faithful servants in the organizations to which God has called them. This preparation includes training them to be creative and capable business people, able to innovate for the future, along with a Godly concern for people.

## Program Description

The MBA degree is designed for those individuals who understand that putting Christ first will make them better business people, and that the accomplishment of this requires high levels of faith, knowledge and integrity. The program attracts individuals who are seeking a rigorous program of study in the full range of business topics necessary for a complete understanding of the modern organization. In every course, the business topics are integrated with one another and with Scripture, so that those who participate can correctly and confidently become change management leaders within their organizations.

Distinctives of the program are:

1. To truly integrate the teachings of Scripture throughout the curriculum, Biola University and the MBA program accept students who are committed followers of the Lord Jesus Christ.
2. Seventeen percent of the core courses for the MBA degree qualify as Bible courses and are either taught or co-taught by Talbot School of Theology faculty.
3. The MBA program provides a one-on-one mentoring opportunity for every student. Mentors are committed and growing Christians who also are successful business people.
4. Every course provides a strong link between theory and practice. Most courses are taught by Ph.D.'s in the field of study, who have successfully published and have substantial business or consulting experience. In addition, many courses will include a successful business person in the area of study who will serve as an additional resource faculty.
5. Students will have the opportunity to develop meaningful personal relationships with Ph.D. faculty, additional resource faculty, mentors, and peers which, in turn will lead to a wide range of personal growth outcomes, including:
  - a. Foundational knowledge of current business contexts and issues.
  - b. The ability to integrate Christian thought within the context of the management and innovation process.
  - c. Possession of Christian attitudes conducive to the development of professional excellence and witness to the business community.
  - d. Commitment to lifelong learning and professional growth.

6. A non-traditional course schedule of evening and some weekend courses provides flexibility for busy students.

## Learning Outcomes

### Program Learning Outcomes

Upon completion of the Master of Business Administration, students will be able to:

1. Articulate one's faith by (ULO 2 and 3):
  - a. integrating knowledge from their courses into their daily work and personal lives.
  - b. recognizing their vocation as God's calling and demonstrate this knowledge as a basis for making ethical and knowledgeable decisions in the marketplace.
2. Demonstrate knowledge and understanding of advanced business theories and practices by (ULO 1):
  - a. effectively communicating through a variety of techniques including writing, oral, and electronic communication technologies.
  - b. effectively organizing, working in, and leading teams.
3. Employ and foster the entrepreneurial spirit within the workplace culture by (ULO 1):
  - a. utilizing advanced and comprehensive graduate business curriculum to employ innovation, change, and creativity in the workplace.
  - b. developing and implementing advanced business strategies and work plans.
4. Discuss how character and integrity are integral to being a change agent in the workplace through the application of Biblical principles (ULO 2 and 3).

Each Program Learning Outcome (PLO) listed above references at least one of the University Learning Outcomes (ULO 1, 2, 3), which may be found in the General Information (<http://catalog.biola.edu/general-information>) section of this catalog.

## Requirements

### Graduation Requirements

The Master of Business Administration degree program has five distinct elements:

1. Leveling (prerequisite) coursework, required for those without a business undergraduate degree (up to 11 credits).
2. A common core of graduate courses (28 credits).
3. A concentration of required theology courses (3 credits).
4. An integrative business ethics course (3 credits).
5. Participation in the MBA Mentor Program.

A minimum of 34 credits of graduate coursework is required for the Master of Business Administration degree. A student must maintain a minimum 3.0 cumulative GPA, and no single grade lower than a "C" to graduate and progress to any courses with a prerequisite. Students without a business undergraduate degree will require additional leveling credits (maximum of 12 credits). A student taking all 12 credits of leveling would have a total of 46 credits in their program.

A minimum of 28 graduate credits must be completed in the Master of Business Administration program at Biola University.

All students must take the ETS Major Field Test for MBA by their last trimester.

Students must meet with their department advisor and Graduate Graduation Counselor in the Office of the Registrar one year prior to graduation to declare intent to graduate. (See Graduate Graduation Check description in the Admission, Enrollment and Graduation Requirements (<http://catalog.biola.edu/general-information/admission-enrollment-graduation-requirements>) section).

## Transfer of Credits

Students transferring from a regionally accredited graduate program may transfer a maximum of 6 credits. The courses transferred must be equivalent, have direct applicability to the student's program, and be approved by the Dean. Only courses with a grade of "B" (3.0) or higher will be considered for transfer toward the MBA degree; a grade of "B-" is not transferable.

## Calendar

The program utilizes three 15-week trimesters (Fall, Spring, and Summer). Each trimester is divided into two 7-week terms (for example, Fall A and Fall B). Students typically take one or two courses at a time in each 7-week section. If enrolled part-time, students primarily attend one night per week with some additional Friday nights and Saturdays. If enrolled full-time, students may attend two nights per week with some additional Friday nights and Saturdays.

## Flex MBA

### Admission Requirements

The Flex MBA program allows students to customize their MBA experience. A Flex MBA student may take a part-time or a full-time academic load. Applicants have the option to choose to attend full-time if starting in the fall, or may choose to enroll part-time in a fall or spring start. A typical part-time load is 6 credits per trimester, which is an excellent option for professionals who wish to further their career, but want to continue working while earning their MBA. The full-time load is optimal for students who have recently completed their undergraduate degree. Candidates must:

1. Be a follower of the Lord Jesus Christ.
2. Applicants must have completed all bachelors requirements (Business Administration or other field) prior to the start of the program and must have a bachelors degree conferred from a regionally accredited institution prior to the start of the second term.
3. Have three years of professional experience and be fully employed when admitted to the program. If applicant is a recent graduate and this requirement is not met, then applicant is strongly encouraged to participate in a part-time internship or job that he or she has personally arranged, in order to gain valuable real-world experience while earning the MBA degree.
4. Submit GMAT (Graduate Management Admissions Test) scores. Executives with significant work experience may seek a waiver on the GMAT requirement.

Admission is competitive and based upon a committee review of each applicant's undergraduate grade point average, GMAT score, and personal/professional background. The Crowell School of Business utilizes a formula for an index score:  $GMAT + [200 \times \text{undergraduate GPA}]$

= index. Applicant's index score must be 1,000 or greater in order to be eligible for admission.

Official documents presented for admission or evaluation become part of the student's academic file and normally cannot be returned or copied for distribution.

## Admission of English Language Learners

This section applies to applicants for whom English is not a primary language. It is essential that applicants for whom English is not a primary language be able to understand directions and lectures in English and be able to express their thoughts clearly in spoken and written English. Preference in admission will be given to those with an overall score of at least TOEFL: 100 iBT or IELTS 7.5. The admissions committee will also require an oral interview and may require a writing sample.

The Crowell School of Business reserves the right to waive a retake of the TOEFL or IELTS test for MPAcc applicants for whom English is not a primary language who already have a Biola Accounting degree. Waivers of this requirement will be evaluated in the applicant's interview with the Dean.

For more details on how, when, and where to take language tests, visit online:

- TOEFL (iBT) (<http://www.ets.org/toefl>)
- IELTS (<https://www.ielts.org>)

Language tests are administered only at specific times, so candidates for admission should inquire about testing dates well in advance of the date of anticipated school term in the US.

Students admitted to the United States on an F-1 student visa are required by law to be registered as full-time students (a minimum of 9 credits per trimester). Additionally, no off-campus employment is permitted for students on an F-1 visa without written permission of the United States Immigration authorities. However, students on an F-1 visa may work off-campus in an unpaid internship in order to fulfill the internship requirement of the program.

## Curriculum Requirements

Thirty-four credits of graduate courses are required for all MBA degrees in the Crowell School of Business, which include 3 graduate credits of theology and 3 graduate credits of business ethics.

### Leveling Courses

The 12 credits of leveling courses may be required for students without an undergraduate degree in business.

MBAD 502	Digital Tools for Business
MBAD 506	Marketing from the Management Perspective
MBAD 507	Economic Fundamentals
MBAD 508	Business Law
MBAD 516	Accounting and Finance for Decision Makers

### Program Courses

MBAD 601	Intensive: Group Dynamics	1
MBAD 604	Organizational Financial Policy	3
MBAD 605	Advanced Financial Management and Control	3

MBAD 608	Marketing Strategy	3
MBAD 610	Business Intelligence and Data Analysis	3
MBAD 611	Management Theory and Practice	3
MBAD 613	Biblical Management and Ethics	3
MBAD 620	Business as Mission	3
MBAD 625	Leadership, Change, and Innovation	3
MBAD 633	Entrepreneurship	3
MBAD 675	Strategic Management	3
TTTH 613	Theology III - Christ, Salvation and the Spirit	3
Total Credits		34