M.B.A. PROGRAM

Erivan K. Haub School of Business
Patricia Rafferty, Ed.D., Director, MBA Program
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Mission Statement
The mission of Saint Joseph’s Master’s in Business Administration program is to strengthen the managerial effectiveness and leadership potential of both current and future professionals while at the same time fostering a genuine sensitivity to the ethical, moral, and cultural aspects of contemporary global society. This objective is to be accomplished through effective teaching, meaningful curricula, appropriate advising, and faculty commitment to research and service.

Admissions Requirements
Applicants for admission must possess a baccalaureate degree from an accredited college or university. The applicant must submit the following:

- A completed application form (available online at www.sju.edu/mba), accompanied by a non-refundable application fee;
- Official transcripts indicating receipt of a baccalaureate degree from an accredited college or university;
- Official GMAT or GRE test scores; information is available for the GMAT at www.mba.com and for the GRE at www.ets.org/gre. Scores for the GMAT/GRE exam are valid if the exam has been taken within seven years of the student’s application. Official copies are those sent to Saint Joseph’s directly from GMAT or GRE. Saint Joseph’s GMAT institution code is WL8-WS-63 and our GRE code is 2801. Under certain conditions the GMAT/GRE exam may be waived by petition. Please contact sjumba@sju.edu for more information on the possible GMAT/GRE waiver.
- Two letters of recommendation, one from an employer and one from a former professor; if no prior employment, both letters may be from former professors, or if out of school for more than two years, both may be from the employer.
- Personal statement.
- Business résumé.

International applicants are no longer required to submit a credentials evaluation since Admissions staff can perform transcript evaluations. However, applicants already possessing a course-by-course evaluation of their transcripts are encouraged to submit this in place of original transcripts. For those who do not possess a course-by-course evaluation, an official record of all college and university academic studies and results of state and/or national examinations taken are required. Students must also submit a photocopy of their undergraduate diploma. Academic records must be in English and include the name of each individual course, the grade earned, and the grading scale used. Documents not available in English must include an official or notarized English translation. The Graduate Operations Office performs all international credential evaluations. Foreign documents, credentials, and transcripts must be official (sealed and sent directly from the institution). Only originals or photocopies officially stamped and attested by a school official (Registrar, Principal, or Controller of Examinations) are accepted. Faxes, scanned or notarized copies, or copies attested by a department head cannot be accepted as official. All credentials submitted to Saint Joseph’s University become property of the University and cannot be returned or copied for release to students.

Foreign applicants whose native language is not English are required to take the TOEFL, IELTS, or PTE. Students already in the Philadelphia area who do not have a TOEFL, IELTS, or PTE score may be admitted following satisfactory performance on the English test administered at the ELS Center on the Saint Joseph’s University campus. Minimum required language scores are as follows:

- Paper-based TOEFL: 550
- Internet-based TOEFL: 80
- IELTS: 6.5 overall score
- PTE: 60

Qualified students who complete Level 112 at the ELS Language Center and receive a strong, positive letter of recommendation from the Center can begin their MBA studies without the official TOEFL, IELTS, or PTE score. Foreign applicants seeking an F-1 student visa must also supply a statement of financial support.

Retention Policies
Grading, Probation, Dismissal, and Failure
The grading system in effect at Saint Joseph’s University will apply to courses in the MBA Program. As per University guidelines for graduate study, a student enrolled in the MBA Program who receives a single grade of C or below for three (3) credit hours will receive a warning letter. Students who receive a grade of C or below for six (6) credit hours will be placed on academic probation and will be so notified in writing by the Program Director. Students who receive a grade of C or below for nine (9) credit hours will be dismissed from the program.

Graduate students must fulfill all credit hour requirements for the MBA degree. Each candidate for graduation must have at least a 3.0 cumulative GPA, no more than two grades below a C, and no F grades outstanding in order to be certified for graduation. The student, with support from the Program Director and Student Records Offices, is responsible for monitoring their own academic progress throughout the course of the program.

Retention Processes and Policies
Students enrolled in the MBA Program have six years to complete their MBA degree from Saint Joseph’s University. This six-year limit begins with the student’s first Gateway level or above course registration. Extensions beyond this limit can only be made with the approval of the Dean, and only for unusual and serious circumstances.

Students who exceed the time limit to complete the MBA Program will be dismissed from the program. Such students may reapply for admission into the program as new students under current admissions standards. Reinstated students may not receive credit for previous coursework.


Admissions Committee

The decision for accepting applicants into the program will be made by the Associate Dean with the advice of the Admissions Committee after they have reviewed completed applications. Members of the Admissions Committee are selected from faculty in multiple areas of study.

The Admissions Committee places emphasis on:

- Evidence of intellectual competence as shown by academic achievement and other accomplishments. Therefore, the committee requires official grade transcripts, a standardized test (GMAT/GRE), and letters of recommendation.

- Motivation for pursuing the MBA degree which information should be contained in the applicant’s essay portion of the application, the letters of recommendation and, optionally, a personal interview. Accordingly, information about past work achievements, work experience, and future goals should be contained in the documentation provided, although work experience is not a prerequisite to admission.

- Evidence of leadership capability which has been exhibited in college, in the community, and in the workplace. The applicant’s potential to become a leader in business, government, or other enterprise is a factor in the admission process.

Students are admitted for enrollment in August, January, and May of each year for on campus courses. Students applying to the Online MBA Program may also be admitted in October, March, and June. Applicants should submit their complete application package as far in advance as possible of the following deadlines:

(Application Deadline Table)

International students seeking visas are strongly encouraged to submit their application materials at least one month earlier than the above-published deadlines.

Matriculated Students

Students who have met all entrance requirements and are enrolled in the MBA program are classified as matriculated students.

Probationary Students

Students who have academic deficiencies in their records and/or low GMAT or GRE scores but who otherwise show promise of being able to successfully complete the graduate program may be allowed to take a limited number of graduate courses on a probationary basis. The conditions of the probationary period are clearly stated in the letter to the prospective student and must be observed in order to obtain favorable consideration by the Admissions Committee for full admission to the graduate program. Students who do not complete their probationary requirements in a satisfactory manner by the deadline specified in their admissions letter will be dismissed from the program.

Visiting Students

Students in good standing in a graduate program at another accredited educational institution may take graduate courses on a visiting student basis if they provide a letter from the head of the graduate program of their degree-granting school stating that they are in good standing and that the institution will accept the course for credit. Visiting students must complete a graduate school application and pay the appropriate fee.

Graduate Business Student Association

The Graduate Business Student Association is a student-run organization which promotes fellowship among Graduate Business students and serves as a communication link between faculty and students. The Association furnishes students with an opportunity to network among their peers and make business contacts. Activities sponsored by the Graduate Business Student Association are both academic and social in nature, broadening the scope of the Saint Joseph’s Graduate Business experience.

MBA Program Inquiries:

Graduate Business Office
280 Mandeville Hall
Saint Joseph’s University
5600 City Avenue
Philadelphia, PA 19131-1395
Phone: (610) 660-1690
Fax: (610) 660-1599
E-Mail: sjumba@sju.edu
Internet: http://sju.edu/haubmba

Joint DO/MBA Program in Health and Medical Services Administration

In cooperation with the Philadelphia College of Osteopathic Medicine, Saint Joseph’s University offers an opportunity for PCOM students to qualify for the degrees of MBA and DO in a total of five years. This joint degree offers future physicians the opportunity to gain the business management expertise needed to complement their medical training to successfully run a private practice or manage in a health-care setting, by earning DO and MBA degrees concurrently.

This five-year joint degree program allows PCOM students to complete both the DO and MBA degrees with only one additional year of study. As a five-year track, the DO/MBA program represents a cooperative agreement in which a number of standard premedical courses and PCOM courses are accepted for credit or waived by the University.

A major feature is the ability to pursue uninterrupted medical education at PCOM while also completing the MBA course requirements at Saint Joseph’s University. The flexible PCOM medical curriculum allows students to complete their second year clinical didactic courses over a two-year period.

Upon completion of the standard first year at PCOM and acceptance into the joint degree program, students begin business studies in the Saint Joseph’s University summer session. The following fall and spring semesters, the medical course-load is reduced to half-time while two evening business courses are completed each semester in the MBA program. This schedule is repeated the next summer and subsequent fall and spring semesters, during which the PCOM sophomore year and all remaining MBA requirements are completed.

Upon completion of the two-year combined curriculum, the MBA degree is awarded by Saint Joseph’s University. After completion of full-time medical education in junior and senior clinical rotations, the DO degree is awarded at PCOM’s annual commencement ceremonies with special recognition of the dual degree.
**Tuition and Financial Aid for DO/MBA Students**

The total cost of all tuition and fees for the MBA program and special PCOM curriculum is equal to one additional year of PCOM tuition. All tuition is payable to PCOM according to the established payment schedule, and PCOM pays all MBA tuition and fees directly to Saint Joseph’s University. Students in the joint degree program receive all standard PCOM services for the additional year of study.

The primary sources of financial aid, such as Federal Stafford loans, are available to students for the additional year of study. All financial aid is administered by PCOM’s Office of Financial Aid. Standard PCOM financial aid procedures and forms apply to the joint degree program, and no special arrangements with lending sources are necessary.

**DO/MBA Inquiries:**

Dr. Robert G. Cuzzolino  
Vice President for Graduate Programs and Planning  
Philadelphia College of Osteopathic Medicine  
Evans Hall, Office of Academic Affairs  
4170 City Avenue  
Philadelphia, PA 19131-1696  
(215) 871-6770

**Professional MBA Program Learning Goals and Objectives (Traditional and On-Line)**

**Leadership:** Students will gain an understanding of concepts, theories, and practices of effective leadership.

**Stakeholder Value/Functional:** Students will demonstrate understanding of the concept of value and the role of the different business functional areas as they apply to company stakeholders including owners, employees, customers, local communities, interest groups and society as a whole; students will exhibit an understanding of the concepts of value creation and measurement for different stakeholders.

**Problem Solving/Critical Thinking:** To develop critical thinking skills, that is, the process of conceptualizing, applying, analyzing, synthesizing, and/or evaluating information as the basis for solving problems and making decisions.

**Interpersonal/Communication skills:** To enhance the interpersonal skills needed for success within organizations, including an understanding of self and others, and to build productive teams. Students will demonstrate the ability to correspond effectively and persuasively in a business format, communicate effectively with individuals and within teams, and present to both individuals and groups clearly and persuasively.

**Ignatian Values:** An appreciation for and ability to apply the Ignatian values of: a commitment to rigorous education and lifelong learning; an insistence upon ethical decision making; a desire for social justice; and a care and concern for others.

**Global/Diversity:** Students will have a basic knowledge of world geography; and understand major economic, political and cultural differences and influences in different regions of the world: U.S./North America, Central and South America, Africa, Western Europe, Eastern Europe and Russia, and the regions of Asia and the Pacific Rim. A fuller understanding of and respect for diversity in the population and in organizations related to differences across cultures, ethnic groups, socio-economic groups, gender and sexual orientation.

Taking into account the rapid speed of change that characterizes the twenty-first century, the faculty of Saint Joseph’s University in consultation with its corporate stakeholders have developed courses with both on-campus and online models with opportunities for creative thinking, application of technology, and new and different ways to approach the future.

**Characteristics of the MBA curriculum include:**

- Focus on corporate social responsibility, business ethics, infusion of cross-functional topics, and flexibility
- Cutting edge, current, and relevant research
- Leadership development
- Focus on developing excellent oral, written, and team communication skills

**Curriculum**

The M.B.A. curriculum consists of 53 credits which are distributed as follows:

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td></td>
<td>Foundation Courses</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td>Gateway Courses</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Core Courses</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Concentration</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Cross-functional Capstone</td>
<td>3</td>
</tr>
</tbody>
</table>

The Foundation Courses cover the common body of knowledge required of all students studying for an advanced degree in business.

The Gateway Courses provide a basis for subsequent courses and include 3 credits of business ethics.

The Core Courses provide additional breadth and coverage of the common body of knowledge across disciplines.

The Concentration Courses allow the development of expertise in a specific area of interest within our MBA Program. Students also have the opportunity to study toward a second concentration with the addition of 9 credits.

The Cross-Functional Capstone Course is the capstone of the MBA curriculum and draws together the theory and administrative practices studied in the various fields of business.

**Foundation Courses**

The Foundation courses are designed to ensure that all students in the program have the common body of knowledge necessary for advanced study in business. The following Foundation courses are required (each is 3 credits):

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>ACC 500</td>
<td>Acc, Bus Anlyss and Fin Report</td>
<td>3</td>
</tr>
<tr>
<td>DSS 525</td>
<td>Contemporary Info Technologies</td>
<td>3</td>
</tr>
<tr>
<td>FIN 500</td>
<td>Managerial Economics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 503</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 500</td>
<td>Managing Work Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MKT 501</td>
<td>Marketing Concepts</td>
<td>3</td>
</tr>
</tbody>
</table>
Those students who do not have a proficiency in Mathematics will also be required to successfully complete DSS 500, a one credit math workshop.

All students will be required to register for DSS 510, a one credit Statistics Proficiency refresher course. One of the first assignments in this course will be taking the ALEKS placement exam to measure their proficiency in statistics. Students who pass the placement exam with 80% proficiency within the allotted exam period will be waived from the DSS 510 foundation course requirement and dropped from the course without monetary penalty.

• The Admissions Committee will evaluate the undergraduate and, if applicable, graduate transcripts of every applicant in order to determine which, if any, foundation requirements have been satisfied. Waivers are determined by a combination of the courses previously taken, the grades received, and the date of these previous courses.

• Students who have taken six credits of Business Math or three credits of Calculus and have scored sufficiently in the quantitative section of the GMAT/GRE will receive a waiver for DSS 500, Math for Graduate Business Studies. 

• Students who receive a grade of 80% or higher in the ALEKS Placement exam will receive a waiver for DSS 510, Statistics Proficiency unless pursuing a Business Intelligence & Analytics concentration.

Graduate Business students who have acquired competency through work experience or training may receive a waiver of a Foundation course by passing a challenge examination for the applicable course. (Please note there is no challenge exam for ACC 500 or DSS 525. Students may waive DSS 510 upon passing the ALEKS proficiency test with a score of 80% or higher.) Challenge examinations must be taken within six months after a student begins classes. The challenge examination may be taken only once for each waiver. Waivers are not granted for any Gateway, Core, Elective or Capstone course. A fee is required for each challenge exam taken. Arrangements for challenge exams should be made with the Graduate Business office.

Gateway Courses

The MBA Gateway Course and the Business Ethics course are the first two required Core courses of the Haub School of Business MBA Curriculum and provide a basis for subsequent courses.

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>XXX 545</td>
<td>Gateway Course (topics will vary semester to semester)</td>
<td></td>
</tr>
<tr>
<td>MGT 552</td>
<td>Stakeholder Theory &amp; Soc Resp</td>
<td>3</td>
</tr>
</tbody>
</table>

Core Courses

The Core Courses are designed to provide students with the common body of advanced knowledge which provides the base for study in the concentration areas and also to give the necessary background for future management positions. Students who have a significant background in the area of a particular, advanced Core course may substitute it with a course in that concentration. Arrangements for this substitution should be made at the Graduate Business office. The Core courses are as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 550</td>
<td>Creat &amp; Meas Shareholder Value</td>
<td>3</td>
</tr>
<tr>
<td>DSS 610</td>
<td>Business Analytics for MSBI</td>
<td>3</td>
</tr>
<tr>
<td>or DSS 560</td>
<td>Business Analytics for MBA</td>
<td>3</td>
</tr>
</tbody>
</table>

Concentration Courses

The various concentrations within the MBA Curriculum allow students to choose an area of interest and gain a deeper knowledge of that subject. Students select three courses from those offered in the concentration chosen.

Students may choose from the following concentrations:

• Accounting,
• Business Intelligence & Analytics,
• Finance,
• Health and Medical Services Administration,
• International Business,
• International Marketing,
• Leading and
• Marketing.

In addition, a General MBA is offered for those students who desire a broader background. These students choose three elective courses from two to three different areas of concentration courses offered.

Any of the students who would like to earn two concentrations can do so by taking an additional 9 credits in a second area of expertise.

The concentration areas which are currently offered are more fully described below:

Accounting

This area is designed for business managers who hold positions requiring the use of accounting information. It will provide students with in-depth study in financial accounting as well as the implication of tax policy in making business decisions. The courses stress a user-based understanding of accounting.

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<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ACC 601</td>
<td>Tax Planning</td>
<td>3</td>
</tr>
<tr>
<td>ACC 602</td>
<td>Financial Statement Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ACC 610</td>
<td>Topics in Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 730</td>
<td>International Acc Study Tour</td>
<td>3</td>
</tr>
<tr>
<td>ACC 793</td>
<td>Research in Accounting</td>
<td>3</td>
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</tbody>
</table>

Business Intelligence & Analytics

Information Systems are the driving force in shaping and delivering products and services. Today, firms seek individuals who are competent with technology and also possess strong analytical skills for business decision-making. This concentration is designed for students who want to understand current information technologies and their effect on corporate decision-making and strategic planning. (Please note that
students studying toward a concentration in Business Intelligence must take DSS 610 in place of DSS 560.)

Code Title Hours
DSS 615 Python Programming 3
DSS 620 Con & Pract of DSS Modeling 3
DSS 630 Database Manag Theory & Pract 3
DSS 640 Enterprise Data 3
DSS 650 Business Process Model & Analy 3
DSS 660 Introduction to Data Mining 3
DSS 665 R Statistical Language 3
DSS 670 Critical Perform Management 3
DSS 680 Predictive Analytics 3
DSS 690 Special Topics Course 3
DSS 710 Six Sigma Apps & Found II 3
DSS 720 Bus Analytics:Supply Chain Mgt 3
DSS 730 Web Analytics 3

**Finance**
The finance concentration develops the financial and analytical skills necessary to fulfill the role of a financial manager or administrator in a corporate and/or financial market setting.

Code Title Hours
FIN 600 Fin Institutions & Capital Mkt 3
FIN 601 Personal Financial Planning 3
FIN 602 Portfolio Management 3
FIN 604 Personal Insurance Planning 3
FIN 605 Pensions & Benefits Admin 3
FIN 606 Estate Planning 3
FIN 607 Risk Management 3
FIN 608 Advanced Financial Management 3
FIN 609 International Finance 3
FIN 610 Security Analysis & Investment 3
FIN 611 Mergers and Acquisitions 3
FIN 612 Derivative Markets 3
FIN 770 Special Topics in Finance 3

**General M.B.A.**
The General M.B.A. area is designed for students seeking the broadest type of business education. Students choosing this area may select any three 560 or above level courses, provided that they have fulfilled course prerequisites and the courses are not part of the foundation or core.

**Health and Medical Services Administration**
The health and medical services administration area is designed to prepare students and/or medical practitioners for management positions in both profit and not-for-profit health enterprises.

Code Title Hours
PMK 600 Health Care Marketing 3
PMK 620 Supply Chain Mgt in Healthcare 3
PMK 640 Pharmacoeconomics 3
PMK 660 Coding Coverage Reimbursement 3
PMK 670 Pricing in Healthcare Industry 3

**International Business**
This area provides a combination of a broad-based business education with a strong global perspective, all of which build upon the core breadth requirement. It is designed for individuals holding or desiring management positions in firms with a global focus.

Code Title Hours
ACC 730 International Acc Study Tour 3
FIN 609 International Finance 3
IBU 661 International Management 3
IBU 662 International Business Law 3
IBU 663 Manage Intl Strategic Alliance 3
IBU 770 International Bus Study Tour 3
IBU 771 Topics: International Business 3
MKT 650 Marketing Study Tour 3
MKT 770 International Mktg Study Tour 3

**International Marketing**
This area is designed for business managers who wish to expand their understanding and skill levels in the international marketing functions of their organizations.

Code Title Hours
MKT 604 International Marketing 3
MKT 612 Global Cultures and Consumers 3
MKT 613 International Channel Manag 3
MKT 614 International Mktg Research 3
MKT 616 Global Mktg Communications 3
MKT 618 Int'l Prod Develop & Brand Mgt 3
MKT 770 International Mktg Study Tour 3

**Leading**
The concentration in Leading invites students to develop their knowledge and skill in leadership. Students can select three Leading electives that will challenge them to learn leadership from a distinctively Saint Joseph's perspective—leadership that is both reflective and action-oriented. The MBA with a concentration in Leading will equip students with leadership knowledge and skills that will allow them to contribute to their personal development, their organization’s well-being, and to a more just and sustainable world.

Code Title Hours
LEO 565 Leading Change in Organization 3
LEO 651 Leading for Success in Orgs 3
LEO 653 Lead in Modern Organizations 3
LEO 654 Leading Global & Virtual Teams 3
LEO 655 Leading Projects 3
LEO 668 Leading for Sustainability 3

**Marketing**
The MBA in Marketing will help enable managers to develop results-driven strategies using the latest marketing analytics and relationship building techniques.

Code Title Hours
MKT 602 Promotional Strategy 3
MKT 604 International Marketing 3
MKT 605 Research in Marketing 3
Cross-Functional Capstone
The integrative course is designed to permit students, at the end of the course of study, to integrate the knowledge from their previous courses. All students are required to culminate their studies by taking the following course:

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>MGT 789</td>
<td>Global Bus Strategy Simulation</td>
<td>3</td>
</tr>
<tr>
<td>MGT 795</td>
<td>Global Business Strategy</td>
<td>3</td>
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</tbody>
</table>

The Data Intelligent MBA® Track
The Data Intelligent MBA® track allows students to maximize the study of Business Intelligence & Analytics within the MBA curriculum. Students in this track graduate with an MBA degree, a major in Business Intelligence & Analytics, and a certification of completion of The Data Intelligent MBA® track. Coursework in Business Intelligence & Analytics is required at each level within the MBA curriculum. The following are the required courses within this track:

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>DSS 500</td>
<td>Math for Grad Business Studies</td>
<td>1</td>
</tr>
<tr>
<td>DSS 510</td>
<td>Statistics Proficiency</td>
<td>1</td>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>DSS 545</td>
<td>Big Data &amp; Analytics</td>
<td>3</td>
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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>DSS 610</td>
<td>Business Analytics for MSBI (^1)</td>
<td>3</td>
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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>DSS 620</td>
<td>Con &amp; Pract of DSS Modeling</td>
<td></td>
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<tr>
<td>DSS 640</td>
<td>Enterprise Data</td>
<td></td>
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<tr>
<td>DSS 670</td>
<td>Critical Perform Management or DSS 730 Web Analytics</td>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>DSS 620</td>
<td>Con &amp; Pract of DSS Modeling</td>
<td></td>
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<tr>
<td>DSS 660</td>
<td>Introduction to Data Mining</td>
<td></td>
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<tr>
<td>DSS 680</td>
<td>Predictive Analytics</td>
<td></td>
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<th>Code</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>DSS 690</td>
<td>Special Topics Course</td>
<td></td>
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<tr>
<td>DSS 710</td>
<td>Six Sigma Apps &amp; Found II</td>
<td></td>
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\(^1\) Required in place of DSS 560 Business Analytics for MBA

Post-M.B.A. Certificate
Students who have received an MBA degree can earn a Post-M.B.A certificate in an additional concentration by successfully completing four courses in one of the following areas:

- Business Intelligence & Analytics,
- Finance,
- Financial Analysis and Reporting,
- Health and Medical Services,
- International Business,
- International Marketing,
- Leading or
- Marketing.

Order of Taking Courses
Students should take their Foundation Courses at the beginning of their MBA studies. An MBA Gateway Course and the Business Ethics Course (MGT 552) are the first two required courses of the Haub School of Business MBA curriculum and provide a basis for subsequent courses. (No more than three Gateway or Core Courses may be taken before the foundation core requirements have been completed.) Students have six years to complete their MBA degrees, beginning when they take their first 545 or above level course. Students who have decided on their concentration area are advised to take the Core Course related to their concentration so that they are eligible to begin taking their electives. An elective is any 560 or above level course that is open to MBA students and not already part of the required MBA curriculum. Concentration courses are offered on a cyclical basis. The integrative Capstone Course is normally taken as the last course; or, in some cases, as the next to last course.

Registration/Selection of Courses
MBA students obtain the course schedule from the web and register online. Students are encouraged to consult with the Graduate Business Office before registration if they have questions regarding course selection.

Students are reminded that they are responsible for successfully completing the courses necessary for graduation, including all Foundation Courses stipulated by the Admissions Committee in their admission letter. Taking an upper level course out of sequence and obtaining a satisfactory grade will not eliminate the need to fulfill Foundation Requirements. Students who register for a course without having taken the proper prerequisite course will be dropped from the course and withdrawal penalties will be applied, including but not limited to the denial of a full tuition refund.

Academic Advising
Students who would like to discuss their course of study and/or who have questions on prerequisite courses or degree requirements should call the MBA office for an appointment. An Academic Advisor is available by appointment Mondays through Fridays. The telephone number is (610) 660-1690. Students are also encouraged to send their questions by email to sjumba@sju.edu.