

# BUSINESS ADMINISTRATION (BBA/MBA)

The five-year BBA/MBA degree program provides focused and high-achieving undergraduate study. The program is designed for students intent upon building their resumes, skill sets, and business judgment. You'll have the chance to earn both undergraduate and graduate degrees in a compressed time frame.

Because Loyola is a member of the Jesuit network of 27 colleges and universities nationwide, our graduates can receive career services at Quinlan's Business Career Services (<https://www.luc.edu/quinlan/studentlife/businesscareerservices/>), as well as at career centers (<https://www.ajcunet.edu/career-service-leaders/>) at U.S. Jesuit colleges and universities.

## CURRICULUM

All Quinlan School of Business students must complete 13 courses to develop a solid understanding of all areas of business.

### Core Curriculum

Code	Title	Hours
COMM 103	Business & Professional Speaking	3
Select one of the following:		3
MATH 131	Applied Calculus I	
MATH 161	Calculus I <sup>1</sup>	
MGMT 341	Ethics in Business	3
Two Writing Intensive courses <sup>2</sup>		6
Global Awareness course <sup>3</sup>		3
<b>Total Hours</b>		<b>18</b>

<sup>1</sup> Students majoring in Finance are strongly encouraged to take MATH 161 Calculus I instead of MATH 131 Applied Calculus I

<sup>2</sup> One of which must be a Quinlan course or ENGL 210 Business Writing

<sup>3</sup> The course used to satisfy this requirement may include any course from the GIST major group or a study abroad experience will count toward this requirement.

### GIST Major Group

Code	Title	Hours
ANTH 100	Globalization and Local Cultures	3
ANTH 102	Culture, Society, and Diversity	3
ASIA 101	Explorations in Asian Studies	3
PLSC 102	International Relations in an Age of Globalization	3

### Business Core Curriculum

Code	Title	Hours
ACCT 201	Introductory Accounting I	3
ACCT 202	Introductory Accounting II	3
INFS 343	Business Analytics	3
ECON 201	Principles of Microeconomics	3
ECON 202	Principles of Macroeconomics	3
Select one of the following:		3
FINC 301	Introductory Business Finance	

FINC 334	Principles of Corporate Finance <sup>1</sup>	
ISSCM 241	Business Statistics	3
INFS 247	Business Information Systems	3
SCMG 332	Operations Management	3
LREB 315	Law and the Regulatory Environment of Business I	3
MGMT 201	Managing People and Organizations	3
MGMT 304	Strategic Management	3
MARK 201	Principles of Marketing	3
<b>Total Hours</b>		<b>39</b>

## Degree Requirements and Course Sequence

BBA/MBA students take a total of 12 courses for the MBA requirements.

### Course Sequence

A typical course sequence for a Loyola BBA/MBA student is as follows:

- Apply by October 15 if graduating with your BBA in May. Apply by April 15 if graduating with your BBA in December.
- Students take 2-3 courses per quarter and complete their degree at the end of the following summer quarter (one year).

### SECOND SEMESTER, LOYOLA SENIOR YEAR

- 2 MBA electives for the undergraduate major

## Additional Undergraduate Graduation Requirements

All Undergraduate students are required to complete the University Core, at least one Engaged Learning course, and UNIV 101. SCPS students are not required to take UNIV 101. Nursing students in the Accelerated BSN program are not required to take core or UNIV 101. You can find more information in the University Requirements (<https://catalog.luc.edu/undergraduate/university-requirements/>) area.

## Guidelines for Accelerated Bachelor's/Master's Programs

### Terms

- Accelerated Bachelor's/Master's programs: In this type of program, students share limited credits between their undergraduate and graduate degrees to facilitate completion of both degrees.
- Shared credits: Graduate level credit hours taken during the undergraduate program and then applied towards graduate program requirements will be referred to as Shared credits.

### Admission Requirements

Accelerated Bachelor's/Master's programs are designed to enhance opportunities for advanced training for Loyola's undergraduates. Admission to these programs must be competitive and will depend upon a positive review of credentials by the program's admissions committee. Accordingly, the admission requirements for these programs may be higher than those required if the master's degree were pursued entirely after the receipt of a bachelor's degree. That is, programs may choose to have more stringent admissions requirements in addition to those minimal requirements below.

### Requirements:

- Declared appropriate undergraduate major,
- By the time students begin taking graduate courses as an undergraduate, the student has completed approximately 90 credit

hours, or the credit hours required in a program that is accredited by a specialty organization,<sup>1</sup>

- A minimum cumulative GPA for coursework at Loyola that is at or above the program-specific requirements, a minimum major GPA that is at or above the program-specific requirements, and/or appropriate designated coursework for evaluation of student readiness in their discipline.<sup>2</sup>

Students not eligible for the Accelerated Bachelor's/Master's program (e.g., students who have not declared the appropriate undergraduate major) may apply to the master's program through the regular admissions process. Students enrolled in an Accelerated Bachelor's/Master's program who choose not to continue to the master's degree program upon completion of the bachelor's degree will face no consequences.<sup>3</sup>

Ideally, a student will apply for admission (or confirm interest in proceeding towards the graduate degree in opt-out programs) as they approach 90 credit hours. Programs are encouraged to begin advising students early in their major so that they are aware of the program and, if interested, can complete their bachelor's degree requirements in a way that facilitates completion of the program. Once admitted as an undergraduate, Program Directors should ensure that students are enrolled using the plan code associated with the Accelerated Bachelor's/Master's program. Using the plan code associated with the Accelerated Bachelor's/Master's program will ensure that students may be easily identified as they move through the program. Students will not officially matriculate into the master's degree program and be labeled as a graduate student by the university, with accompanying changes to tuition and Financial Aid (see below), until the undergraduate degree has been awarded. Once admitted to the graduate program, students must meet the academic standing requirements of their graduate program as they complete the program curriculum.

<sup>1</sup> Programs that have specialized accreditation will adhere to the admissions criteria provided by, or approved by, their specialized accreditors.

<sup>2</sup> The program will identify appropriate indicators of student readiness for graduate coursework (e.g., high-level performance in 300 level courses). Recognizing differences between how majors are designed, we do not specify a blanket requirement.

<sup>3</sup> If students choose not to enroll in the Accelerated Bachelor's/Master's program, they still must complete all of the standard requirements associated with the undergraduate degree (e.g., a capstone).

## Curriculum

*Level and progression of courses.* The Accelerated Bachelor's/Master's programs are designed to be competitive and attractive to our most capable students. Students admitted to Accelerated Bachelor's/Master's programs should be capable of meeting graduate level learning outcomes. Following guidance from the Higher Learning Commission, only courses taken at the 400 level or higher (including 300/400 level courses taken at the 400 level) will count toward the graduate program.<sup>1,2</sup>

Up to 50% of the total graduate level credit hours, required in the graduate program, may come from 300/400 level courses where the student is enrolled in the 400 level of the course. Further, at least 50% of the credit hours for the graduate program must come from courses that are designed for and restricted to graduate students who have been admitted to a graduate program at Loyola (e.g., enrolled in plan code that indicates the Accelerated Bachelor's/Master's program, typically ending with the letter "D").<sup>3</sup>

In general, graduate level coursework should not be taken prior to admission into the Accelerated Bachelor's/Master's program. Exceptions may be granted for professional programs where curriculum for the Accelerated Bachelor's/Master's program is designed to begin earlier. On the recommendation of the program's Graduate Director, students may take one of their graduate level courses before they are admitted to the Accelerated Bachelors/Master's program if they have advanced abilities in their discipline and course offerings warrant such an exception.<sup>4</sup> Undergraduate degree requirements outside of the major are in no way impacted by admission to an Accelerated Bachelor's/Master's program.<sup>5</sup>

*Shared credits.* Undergraduate courses (i.e., courses offered at the 300 level or below) cannot be counted as shared credits nor count towards the master's degree. Up to 50% of the total graduate level credit hours, required in the graduate program, may be counted in meeting both the undergraduate and graduate degree requirements. Of those shared credits, students in an Accelerated Bachelor's/Master's program should begin their graduate program with the standard introductory course(s) for the program whenever possible. So that students may progress through the Accelerated Bachelor's/Master's program in a timely manner, undergraduate programs are encouraged to design their curriculum such that a student can complete some required graduate credit hours while completing the undergraduate degree. For instance, some of the graduate curriculum should also satisfy electives for the undergraduate major.

The program's Graduate Director will designate credit hours to be shared through the advising form and master's degree conferral review process. Shared credit hours will not be marked on the undergraduate record as having a special status in the undergraduate program. They will be included in the student's undergraduate earned hours and GPA. Graduate credit hours taken during the undergraduate program will not be included in the graduate GPA calculation.

<sup>1</sup> If students wish to transfer credits from another university to Loyola University Chicago, the program's Graduate director will review the relevant syllabus(es) to determine whether it meets the criteria for a 400 level course or higher.

<sup>2</sup> Programs with specialized accreditation requirements that allow programs to offer graduate curriculum to undergraduate students will conform to those specialized accreditation requirements.

<sup>3</sup> In rare cases, the Graduate Director may authorize enrollment in a 400-level course for a highly qualified and highly motivated undergraduate, ensuring that the undergraduate's exceptional participation in the graduate class will not diminish in any way the experience of the graduate students regularly enrolled.

<sup>4</sup> For example, if a particular course is only offered once every 2-3 years, and a student has demonstrated the necessary ability to be successful, the Graduate Director may allow a student to take a graduate level course to be shared prior to the student being formally admitted to the graduate program. See, also, footnote 4.

<sup>5</sup> Students should not, for example, attempt to negotiate themselves out of a writing intensive requirement on the basis of admission to a graduate program.

## Graduation

Degrees are awarded sequentially. All details of undergraduate commencement are handled in the ordinary way as for all students in the School/College/Institute. Once in the graduate program, students abide by the graduation deadlines set forth by the graduate program. Students in these programs must be continuously enrolled from undergraduate

to graduate degree program unless given explicit permission by their program for a gap year or approved leave of absence.

## **LEARNING OUTCOMES**

- Leadership
- Strategy
- Data-driven decision making
- Communication, teamwork, and ethics