The purpose of the Master of Business Administration program is to offer students an opportunity to acquire proficiency in general business management and decision making skills which will enable them to carry out managerial responsibilities in both the private and public sectors. As a result of successfully completing the MBA program, graduates should improve their ability to apply strong problem-solving skills to the strategic planning process in organizations and to use written and verbal communication skills effectively to communicate the results of their problem-solving analyses and recommendations. Concentrations offered in accounting and information systems provide additional specialized study related to the strategic management process in organizations.

Accreditation

The TROY MBA degree is accredited by the Association of Collegiate Business Schools and Programs (ACBSP).

Business Foundation Requirements for the MBA

1. The foundation course requirements to enter the MBA degree program ensure that students have acquired a common body of knowledge in business administration.
   a. Candidates for admission to the MBA degree program must have earned an undergraduate degree in business administration or accounting from a school holding ACBSP or AACSB specialized accreditation for its business degree program within eight years of enrolling in the MBA program.
   OR
   b. Before attempting 6000-level course work, the student will have successfully completed, within eight years of enrolling in the MBA program, all courses or their equivalent in the following subject areas from a school holding ACBSP or AACSB specialized accreditation for its degree program:
      ... Principles of Management
      ... Principles of Marketing
      ... Managerial Finance
      ... Accounting (principles of financial and managerial accounting or their equivalent)
      ... Legal Environment

2. If the foundation course requirement is not satisfied by either paragraphs 1.a or 1.b above, to include the restrictions related to currency (i.e., within eight years of initial enrollment in the MBA program) and specialized accreditation, then unless specifically waived by the MBA Program Director based upon relevancy of professional business experience subsequent to the award of a four-year business degree, the following MBA foundation courses must be successfully completed with a “B” grade or better through Troy prior to enrolling in 6000-level courses for which they are identified as prerequisite courses.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA 5502</td>
<td>Fundamentals of Accounting and Finance</td>
</tr>
<tr>
<td>MBA 5503</td>
<td>Fundamentals of Economic Analysis and Business Law</td>
</tr>
<tr>
<td>MBA 5504</td>
<td>Fundamentals of Management and Marketing</td>
</tr>
<tr>
<td>MBA 5505</td>
<td>Fundamentals of Information Systems and Quantitative Methods</td>
</tr>
</tbody>
</table>

3. If the content of the MBA foundation course work has been completed and, (1) the content is more than eight years old, or (2) the content of the foundation courses was completed at a school without ACBSP or AACSB specialized accreditation for its business degree programs, the student may attempt to qualify for a waiver of these two requirements by achieving a satisfactory score on the Educational Testing Service Major Field Test in Business (Undergraduate). A satisfactory score is defined as no less than one-half standard error of the mean below the national average reported at the time the exam is attempted. For this catalog year a score of 146 is acceptable.

4. Along with the MBA foundation courses above, students entering the accounting option must have completed a degree in accounting or, minimally, the following courses based on accounting standards, auditing standards, and tax laws that are prevalent in the United States:

... Economics
... Statistics
... Global Business Issues
... Information Systems (or documented completion of an MS Office workshop/certification, minimally in Word and Excel)
Admission Requirements for the Master of Business Administration

Unconditional Admission
1. Students applying for admission must provide official transcripts from all universities attended.
2. Applicants who have completed a master’s or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master’s or higher degree.
3. A bachelor’s degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
4. Applicants must have achieved at least a 2.5 GPA in all undergraduate work or at least a 3.0 GPA in the last 30 semester hours.
5. Official graduate admission exam results (GMAT, GRE (verbal and quantitative), MAT) must be on file (except for applicants with a previous master’s or higher degree; see #2 above).
6. A letter of recommendation is required with all applications for the MBA program. The individual’s potential for success in the MBA program, his/her professional, managerial or administrative experience, as well as his/her written and oral communication skills must be addressed.

Conditional Admission
Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (5000 or 6000 level) courses with a “B” or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MBA program. The letter should address the individual’s potential for success in the MBA program as well as his/her written and oral communication skills.

Curriculum
All courses offer three semester hours credit except MBA 6625, 6626, and 6627, which may vary from one to three semester hours each.

Transfer Credit
A maximum of four courses (12 semester hours) taken at another regionally accredited institution, each with a “B” grade or better, can be applied toward the degree. Credit accepted for transfer into the MBA core, or to satisfy specified concentration courses, is limited to institutions holding ACBSP or AACSB specialized accreditation for their business programs. Exceptions to the “specialized accreditation” condition may be granted by the Dean based upon a review of the institution and the course content. These courses must be comparable in catalog description, level, and content to Troy courses and must be approved by the appropriate Troy dean/department chair. No more than two courses (six semester hours) may be transferred in from a completed master’s degree program. Professional military education courses are not accepted for credit in the MBA program.

Requirements for Admission to Candidacy
1. To be admitted to candidacy, students must have a 3.0 GPA on all work attempted.
2. Unconditionally admitted graduate students may apply for admission to candidacy after completing six semester graduate hours and requirements as outlined for the specific degree program. A student will be admitted to candidacy the term following completion of 12 semester hours.

Degree Requirements
Successful completion of the courses listed below with an overall grade point average of 3.0 (A = 4.0) is necessary to fulfill requirements for the degree. If the student makes a "D" or "F" in a core course, the course must be retaken. If the student earns a "D" or "F" in an elective course, the course may be retaken, or another elective taken in its place. The student can satisfy the research component requirement by successfully completing MBA 6610, IS 6674, or ACT 6695 with a grade of "B" or better. The capstone course, MBA 6611, must be completed with a grade of “B” or better.

The MBA degree offers four, 36-semester-hour options: accounting, information systems, and general management. All options require six core courses and six option courses as follows:

Required Core Courses
ACT 6691 3 Managerial Accounting
MBA 6611 3 Business Strategy
MBA 6631 3 Managerial Finance
MBA 6640 3 Quantitative Analysis for Managers or
MBA 6641 3 Decision Theory
MBA 6651 3 Managerial Economics
MBA 6661 3 Strategic Marketing Management

Accounting Option Courses
ACT 6692 3 Advanced Accounting Problems
ACT 6694 3 Income Tax Research or
ACT 6696 3 Accounting Information Systems
ACT 6695 3 Accounting Research and Communication
ACT 6698 3 Advanced Auditing
ACT 6699 3 Contemporary Issues in Accounting
LAW 6600 3 Business Law for Accountants
### Information Systems Option Courses
- IS 6672 3 Information Systems and Business Strategy
- IS 6674 3 Information Systems Management
- IS 6676 3 E-Commerce for Global Business
- IS 6679 3 Management Information Systems

(Two approved electives)

### Finance Option Courses
- FIN 6632 3 Investment Management and Analysis
- FIN 6651 3 Financial Institutions
- FIN 6652 3 Problems in Financial Management
- FIN 6653 3 Finance Research

Select two of the following courses:
- FIN 6633 3 International Finance
- FIN 6634 3 Derivative Securities
- FIN 6656 3 Analysis of Financial Data
- FIN 6657 3 Corporate Risk Management
- FIN 6658 3 Special Topics in Finance

### General Management MBA Option Courses
- MBA 6610 3 Business Research Design
- MBA 6671 3 Organizational Behavior
- MBA 6673 3 Operations Management

(Three approved electives)

### For options other than the accounting and finance options, electives may be selected from the approved list of electives:
- BUS 6612 3 Applied Business Research
- ECO 6654 3 Labor Economics
- ECO 6657 3 International Trade and Economics
- FIN 6632 3 Investment Management and Analysis
- FIN 6633 3 International Finance
- FIN 6634 3 Derivative Securities
- FIN 6651 3 Financial Institutions
- FIN 6652 3 Problems in Financial Management
- FIN 6653 3 Finance Research
- FIN 6656 3 Analysis of Financial Data
- FIN 6657 3 Corporate Risk Management
- FIN 6658 3 Special Topics in Finance
- HRM 6601 3 Legal Environment of Employment Decisions
- HRM 6603 3 Human Resource Management (recommended for MBA-GM)
- HRM 6604 3 Labor Law
- HRM 6619 3 Seminar in Human Resource Administration
- HRM 6622 3 Human Resource Staffing
- HRM 6623 3 Training and Development of Human Resources
- HRM 6632 3 Compensation Management
- HRM 6645 3 International HRM
- HSA 6680 3 Health Services Administration and Policy
- HSA 6681 3 Legal and Social Issues in Health Administration
- HSA 6682 3 Healthcare Planning and Management
- HSA 6683 3 Healthcare Economics
- HSA 6684 3 Managed Healthcare
- IS 6672 3 Information Systems and Business Strategy
- IS 6674 3 Information Systems Management
- IS 6676 3 E-Commerce for Global Business
- IS 6679 3 Management Information Systems
- MBA 6605 3 Business and Professional Communication
- MBA 6608, 6609 3 Thesis
- MBA 6613 3 Seminar in Business
- MBA 6625, 6626, 6627 1-3 Specialized Study in the Area of Business Administration
- MBA 6652 3 Macroeconomics and Forecasting
- MGT 6670 3 Seminar in International Management
- MGT 6674 3 Ethics in Business
- MGT 6677 3 Systems Management
- MGT 6681 3 Organizational Development and Change
- MGT 6682 3 Leadership and Motivation
- QM 6640 3 Quantitative Analysis for Managers
- QM 6641 3 Decision Theory

There are no cross-listings with other Troy graduate degree programs for this program. All transfer credits must be processed through normal academic approval procedures. All authorizations for MBA students to be a transient student at another institution must be approved before the course is attempted. Professional military education courses are not accepted for credit in the MBA program.

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**EXECUTIVE MASTER OF BUSINESS ADMINISTRATION (EMBA)**

The purpose of the Executive Master of Business Administration program is to provide an advanced level of general business education to graduates of baccalaureate programs who meet a stipulated professional experience prerequisite. This opportunity enables these students to be successful in management positions in both the private and public sectors. The program is organized to support specific and general needs of professionally diverse groups of students by providing advanced study in business administration to students who have acquired a common body of knowledge through education and professional experience. Minor modifications in curriculum allow the EMBA program to meet specific corporate or other organizational needs in contractual programs. As a result of successfully completing the EMBA program, graduates should improve their ability to apply problem-solving skills to the strategic planning process in organizations and to use written and verbal communication skills effectively to com-
municate the results of their problem-solving analyses and recommendations.

**Admission Requirements**

**Unconditional Admission**
1. For concentrations other than those listed in (a) and (b) below, a minimum of five years professional, post-baccalaureate experience (unless modified in a contractual corporate program); or a minimum of five years managerial experience beyond first line supervision, and
   a. for the Accounting concentration, a baccalaureate degree in Accounting or successful completion of all Accounting course prerequisites; and
   b. for the Healthcare concentration, a baccalaureate degree in healthcare-related field and five years of healthcare-related professional work.
2. Students applying for admission must provide official transcripts from all universities attended.
3. Applicants who have completed a master’s or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master’s or higher degree.
4. A bachelor’s degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
5. Applicants must have achieved at least 2.5 GPA in all undergraduate work or at least 3.0 GPA in the last 30 semester hours.
6. Official graduate admission exam results on the GMAT (except modified by contractual agreement with a partnering organization) must be on file (except for applicants with a previous master’s or higher degree; see #2 above).
7. A letter of recommendation using the online Professional Reference form is required with all applications for the EMBA program. The letter must address the individual’s potential for success in the EMBA program as well as his/her written and oral communication skills.

**Conditional Admission**
Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (6000 level) courses with a “B” or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MBA program. The individual’s potential for success in the MBA program as well as his/her written and oral communication skills should be addressed.

For the Accounting concentration, students with a B.S. Degree in a field other than accounting must have completed the following courses or their equivalent. The prerequisite Accounting courses must be based on accounting standards, auditing standards, and tax laws that are prevalent in the United States.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
<th>Course Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT 3391</td>
<td>3</td>
<td>Intermediate Accounting I</td>
</tr>
<tr>
<td>ACT 3392</td>
<td>3</td>
<td>Intermediate Accounting II</td>
</tr>
<tr>
<td>ACT 3394</td>
<td>3</td>
<td>Governmental Accounting</td>
</tr>
<tr>
<td>ACT 4494</td>
<td>3</td>
<td>Income Tax Accounting I</td>
</tr>
<tr>
<td>ACT 4495</td>
<td>3</td>
<td>Income Tax Accounting II</td>
</tr>
<tr>
<td>ACT 4497</td>
<td>3</td>
<td>Auditing</td>
</tr>
</tbody>
</table>

**Curriculum**
All courses offer three semester hours credit.

**Transfer Credit**
A maximum of two courses (six semester hours) taken at another regionally accredited institution each with a grade of "B" or better can be applied toward the degree. (This policy may be modified for contractual programs.) These courses must be comparable in catalog description to Troy courses in the EMBA program and must be approved by the appropriate Troy dean/associate dean/department chair. As the capstone course serves as a component of the degree requirements, it may not be transferred in to the EMBA program.

**Requirements for Admission to Candidacy**
1. To be admitted to candidacy, students must have a 3.0 GPA on all work attempted.
2. Unconditionally admitted students may apply for admission to candidacy after completing six semester graduate hours and requirements as outlined for the specific degree program. A student will be admitted to candidacy the term following completion of 12 semester hours.

**Degree Requirements**
Successful completion of the courses listed below with an overall grade point average of 3.0 (A=4.0) is necessary to fulfill requirements for the degree. The student can fulfill the research component requirement by successfully completing EMBA 6625 or ACT 6695 (or another designated course in concentrations not requiring these courses) with a grade of "B" or better. Successful completion of the capstone course (EMBA 6611) and presentation of the applied research project are required to fulfill requirements for the degree. If a "D" or "F" is made in a core course or a restricted elective course, the course must be retaken.

The EMBA degree offers several 36-semester hour concentration options:
- Accounting
- Criminal Justice
- General Management
- Healthcare Management
- Information Systems
Required Prerequisite Course
EMBA 5501 3 Survey of Business Concepts

Required Core Courses
ACT 6691 3 Managerial Accounting
EMBA 6611 3 Business Strategy
EMBA 6631 3 Managerial Finance
EMBA 6661 3 Strategic Marketing Management
EMBA 6671 3 Organizational Behavior
EMBA 6674 3 Ethics in Business

Required in all concentrations other than Accounting
EMBA 6640 3 Quantitative Analysis for Managers
OR
EMBA 6641 3 Decision Theory
EMBA 6651 3 Managerial Economics
IS 6679 3 Management Information Systems

Professional Concentrations

Accounting Concentration
ACT 6692 3 Advanced Accounting Problems
ACT 6694 3 Income Tax Research
ACT 6695 3 Accounting Research and Communication
ACT 6698 3 Advanced Auditing
ACT 6699 3 Advanced Accounting Theory
LAW 6600 3 Business Law for Accountants

Criminal Justice Concentration
CJ 6620 3 Current Trends In Criminal Law
CJ 6624 3 Court Administration
CJ 6625 3 Specialized Study (in the Administration of Criminal Justice)

General Management Concentration
EMBA 6603 3 Human Resource Management
EMBA 6625 3 Specialized Study in Business (with a Management focus)
EMBA 6673 3 Operations Management

Healthcare Management Concentration
EMBA 6603 3 Human Resource Management
EMBA 6625 3 Specialized Study in Business (with a Healthcare Management focus)
HSA 6880 3 Health Services Administration and Policy

Information Systems Concentration
IS 6672 3 Information Systems and Business Strategy
IS 6674 3 Information Systems Management
IS 6676 3 E-Commerce For Global Business

There are no cross-listings with other Troy graduate degree programs for this program. All transfer credits must go through normal academic approval procedures. All authorizations for EMBA students to be a transient student at another institution must be approved before the course is attempted. Professional military education courses are not accepted for credit in the EMBA program.

MASTER OF SCIENCE IN HUMAN RESOURCE MANAGEMENT (MSHRM)

The Master of Science in Human Resource Management (MSHRM) is a specialized professional program designed to offer the student an opportunity to obtain proficiency in contemporary human resource management concepts, activities, and skills, particularly as they are applied to developing and executing human resource management systems in support of strategic organizational objectives. As a result of successfully completing the MSHRM program, graduates should improve their ability to apply problem-solving skills to designing human resource management systems that fit the strategic objectives of organizations and to use written and verbal communication skills effectively to communicate the results of their problem-solving analyses and recommendations.

Prerequisite Requirements

Candidates for admission must have a baccalaureate degree in any subject area from a regionally accredited college or university. The MSHRM degree program requires no prerequisite courses; however, MGT 6600, Advanced Concepts and Topics in Management, must be taken for graduate credit if the student does not have an undergraduate major in business. If the student has an undergraduate major in business, an elective course may be substituted.

Admission Requirements for the Master of Science in Human Resource Management

Unconditional Admission
1. Students applying for admission must provide official transcripts from all universities attended.
2. Applicants who have completed a master’s or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master’s or higher degree.
3. A bachelor’s degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
4. Applicants must have achieved at least 2.5 GPA on all undergraduate work or at least 3.0 GPA on the last 30 semester hours.
5. Official graduate admission exam results (GMAT, GRE [verbal and quantitative], MAT) must be on file (except for applicants with a previous master’s or higher degree; see #2 above).
6. A letter of recommendation is required with all applications for the MSHRM program. The letter should address the individual’s potential for success in the MSHRM program, his/her professional, managerial or administrative experience, as well as his/her written and oral communication skills.

Conditional Admission
Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (6000 level) courses with a ‘‘B’’ or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MSHRM program. The individual’s potential for success in the MSHRM program as well as his/her written and oral communication skills should be addressed.

Transfer Credit
A maximum of four courses (12 semester hours) taken at another regionally accredited institution, each with a grade of “B” or better, can be applied toward the degree. These courses must be comparable in catalog description to Troy courses and approved by the appropriate dean/associate dean/department chair.

Admission to Candidacy
To be admitted to candidacy, students must have a 3.0 GPA on all work attempted.

Unconditionally admitted graduate students may apply for admission to candidacy after completing six semester graduate hours and requirements as outlined for the specific degree program. A student will be admitted to candidacy the term following completion of 12 semester hours.

Degree Requirements
All graduates from the MSHRM program must successfully complete a nine-course core including Business Research Design, Legal Environment of Employment Decisions, Staffing, Advanced Concepts and Topics in Management, Training and Development, Strategic Human Resource Management, Organizational Behavior, Human Resource Management, and Compensation and Benefits Management, and three additional courses suitable to the individual student’s academic and employment background and specific career objectives. If the student makes a “D” or “F” in a core course, the course must be retaken. If the student makes a “D” or “F” in an elective course, the course may be retaken or another elective taken in its place. The program will thus provide students the opportunity to gain an understanding of the subject matter that will enhance their career opportunities. (Total credit hour and course requirements: 36 semester hours / 12 courses).

The MSHRM degree program is a non-research-oriented professional master’s degree program that requires an understanding of the accepted professional practices in the field of human resource management.

Curriculum
All courses offer three semester hours credit except HRM 6625, 6626, and 6627. Students graduating with the HRM degree will have completed the following 36-semester-hour curriculum:

Required core courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 6610</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6601</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6603</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6622</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6623</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6632</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6698</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6600</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective Courses

(Select Three)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 6654</td>
<td>3</td>
</tr>
<tr>
<td>ECO 6655</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6604</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6619</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6625</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6626</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6627</td>
<td>1-5</td>
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<tr>
<td>HRM 6645</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6689</td>
<td>3</td>
</tr>
<tr>
<td>HSA 66XX</td>
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</tr>
<tr>
<td>IS 6679</td>
<td>3</td>
</tr>
<tr>
<td>MGT 66XX</td>
<td>3</td>
</tr>
</tbody>
</table>

Other business electives

The elective may be selected from any appropriate graduate business administration/management, MSM, Troy-approved PME course, HRM, Specialized Study completed with a Troy faculty member, or selected pre-approved MPA courses (i.e., PA 6603, 6623, 6630, 6631, 6645, 6647, 6648, 6649, 6650, 6680, 6683, 6687, or 6688). All authorizations for MSHRM students to be a transient student at another institution must be approved before the course is attempted.

Cross-listing for this program only will be permitted as follows:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>IS 6679</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6671</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6675</td>
<td>3</td>
</tr>
</tbody>
</table>
Completion of a capstone course (HRM 6698) with a grade of “B” or higher is required for graduation. In this course students will be extensively examined on the ability to synthesize the content of the core courses through the administration of a comprehensive case analysis final examination.

**MASTER OF SCIENCE IN MANAGEMENT (MSM)**

The purpose of the Master of Science in Management program is to provide a specialized professional program for the student who wants to acquire proficiency in management skills, including decision making, which will enable the graduate to carry out responsibilities in both general and specialized managerial roles. Concentrations in Human Resource Management, Information Systems, Leadership and Organizational Effectiveness, International Management, and Healthcare Management further develop managerial problem-solving skills in specific areas of applied management. As a result of successfully completing the MSM program, graduates should improve their ability to apply problem-solving skills to operational and strategic planning processes and to use written and verbal communication skills effectively to communicate the results of their problem-solving analyses and recommendations.

**Prerequisite Requirements**

Candidates for admission must have a baccalaureate degree in any subject area from a regionally accredited college or university. The MSM degree program requires no prerequisite courses; however, MGT 6600, Advanced Concepts and Topics in Management, must be taken for graduate credit if the student does not have an undergraduate major in business. If the student has an undergraduate major in business, an elective course will be substituted.

**Admission Requirements for the Master of Science in Management**

**Unconditional Admission**

1. Students applying for admission must provide official transcripts from all universities attended.
2. Applicants who have completed a master’s or higher degree from a regionally accredited university may be admitted unconditionally. (No graduate admission test scores are required.) Official transcripts from all universities attended must be submitted, to include an official transcript showing completion of a master’s or higher degree.
3. A bachelor’s degree from a regionally accredited college or university is required. (Students with a baccalaureate degree from an unaccredited or otherwise accredited institution should see Unaccredited or Otherwise Accredited Student Admissions.)
4. Applicants must have achieved at least 2.5 GPA on all undergraduate work or at least 3.0 GPA on the last 30 semester hours.
5. Official graduate admission exam results (GMAT, GRE [verbal and quantitative], MAT) must be on file (except for applicants with a previous master’s or higher degree; see #2 above).
6. A letter of recommendation is required with all applications for the MSM program. The letter should address the individual’s potential for success in the MSM program, professional, managerial or administrative experience, as well as his/her written and oral communication skills.

**Conditional Admission**

Students not satisfying the minimum graduate admission test score and GPA requirements for unconditional admission may be conditionally admitted to the program. After the student completes the first three graduate (6000 level) courses with a “B” or better average, the student will be granted unconditional admission. Students not satisfying conditional admission requirements will be dropped from the program for one calendar year, after which time the student must petition for readmission. A letter of recommendation is required with all applications for the MSM program. The individual’s potential for success in the MSM program as well as his/her written and oral communication skills should be addressed.

**Curriculum**

All courses offer three semester hours credit except MGT 6625 and 6626.

**Transfer Credit**

A maximum of four courses (12 semester hours) taken at another regionally accredited institution, each with a “B” grade or better, can be applied toward the degree. These courses must be comparable in catalog description to Troy courses and must be approved by the appropriate dean/associate dean/department chair. Note that in the Applied Management concentration, no transfer credit is permitted.

**Admission to Candidacy**

To be admitted to candidacy, students must have a 3.0 GPA on all work attempted. Unconditionally admitted graduate students may apply for admission to candidacy for a degree after completing six semester graduate hours and requirements as outlined for the specific degree program. A student will be admitted to candidacy the term following completion of 12 semester hours.

**Degree Requirements**

Students graduating with the MSM degree will have successfully completed the following curriculum:

**General Program Course Requirements**

a. 30 semester hours for the applied management concentration offered to contractual cohort groups, with successful completion of a comprehensive examination administered in the Capstone Course

OR

b. 36 semester hours for all other concentrations, with no comprehensive examination administered in the Capstone Course. Students must achieve an overall grade point average of 3.0 (A=4.0) to fulfill requirements for the degree.

**Completion of a comprehensive examination administered in the Capstone Course**

Further details on the comprehensive examination will be provided closer to the end of the program.
If a "D" or "F" is made in a core course or a restricted elective course, the course must be retaken. If the student makes a "D" or "F" in an elective course, the course may be retaken or another elective taken in its place.

The MSM degree offers eight, 36-semester hour options: Human Resource Management, Leadership and Organizational Effectiveness, Information Systems, International Management, and Healthcare Management. The MSM degree also offers 30-semester-hour options for contractual, cohort groups of students in Applied Management and in Public Management. All options require six core courses, four concentration courses and two elective courses (except for the Applied Management and Public Management concentrations) as follows:

### Required MSM Core (6 courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 6610</td>
<td>Business Research Design (A grade of “B” or better is required)</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6600</td>
<td>Advanced Concepts and Topics in Management (May be waived if the student has an undergraduate major in business, in which case, an elective course will be substituted. This course should be taken within the first 12 semester hours of the degree program.)</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6627</td>
<td>Specialized Study in Management (Focus on concentration selected by the student; serves as the Research Component for the degree. The core course requirements should be completed. Typically taken as the last, or concurrently with the last, concentration course. IHM 6689 will be completed in lieu of MGT 6627 for IHM students. A grade of “B” or better is required.)</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6671</td>
<td>Organizational Behavior</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6685</td>
<td>Management Strategy (&quot;B&quot; grade or better required in 36-semester-hour concentrations)</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6696</td>
<td>Financial Analysis</td>
<td>3</td>
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</tbody>
</table>

### Concentration Areas (Select 12 Semester Hours)

#### Area A: Human Resource Management

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 6601</td>
<td>Legal Environment of Employment Decisions</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6603</td>
<td>Human Resource Management (Required)</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6604</td>
<td>Labor Law</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6619</td>
<td>Seminar in Human Resource Administration</td>
<td>3</td>
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<td>HRM 6622</td>
<td>Human Resource Staffing</td>
<td>3</td>
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<td>HRM 6623</td>
<td>Training and Development of Human Resources</td>
<td>3</td>
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<tr>
<td>HRM 6632</td>
<td>Compensation Management</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6645</td>
<td>International Human Resource Management</td>
<td>3</td>
</tr>
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</table>

#### Area B: Leadership and Organizational Effectiveness

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>IS 6679</td>
<td>Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6674</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6681</td>
<td>Organization Development and Change (Required)</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6682</td>
<td>Leadership and Motivation</td>
<td>3</td>
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</table>

#### Area C: International Management

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ECO 6657</td>
<td>International Trade and Economics</td>
<td>3</td>
</tr>
<tr>
<td>HRM 6645</td>
<td>International Human Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>MGT 6670</td>
<td>Seminar In International Management (Required)</td>
<td>3</td>
</tr>
<tr>
<td>IR 5552</td>
<td>International Law</td>
<td>3</td>
</tr>
<tr>
<td>IR 6631</td>
<td>Intercultural Relations</td>
<td>3</td>
</tr>
<tr>
<td>IR 6656</td>
<td>International Power and Influence</td>
<td>3</td>
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</tbody>
</table>

#### Area D: Healthcare Management

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HSA 6680</td>
<td>Health Services Administration and Policy</td>
<td>3</td>
</tr>
<tr>
<td>HSA 6681</td>
<td>Legal and Social Issues in Health Administration</td>
<td>3</td>
</tr>
<tr>
<td>HSA 6682</td>
<td>Healthcare Planning and Management (Required)</td>
<td>3</td>
</tr>
<tr>
<td>HSA 6683</td>
<td>Healthcare Economics</td>
<td>3</td>
</tr>
<tr>
<td>HSA 6684</td>
<td>Managed Care: Origins, Organizations, and Operations</td>
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</table>

#### Area E: Information Systems

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>IS 6672</td>
<td>Information Systems and Business Strategy</td>
<td>3</td>
</tr>
<tr>
<td>IS 6674</td>
<td>Information Systems Management</td>
<td>3</td>
</tr>
<tr>
<td>IS 6676</td>
<td>E-Commerce for Global Business</td>
<td>3</td>
</tr>
<tr>
<td>IS 6679</td>
<td>Management Information Systems</td>
<td>3</td>
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</tbody>
</table>

#### Area F: Applied Management (Limited to site-specific cohorts/contract programs)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRM 6603</td>
<td>Human Resource Management</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Elective (2 courses)

The elective may be selected from any appropriate graduate management, MSM, Troy-approved PME course; HRM, specialized study completed with a Troy faculty member, or selected pre-approved MPA courses (i.e., PA 6603, 6630, 6631, 6645, 6647, 6648, 6649, 6650, 6687, or 6688).
MGT 6645 3 Quantitative Methods in Management
MGT 6681 3 Organization Development and Change

Management Elective Selected for Cohort

Area G: Public Management (Limited to Maxwell/Gunter/contract programs)
PA 6610 3 Foundations of Public Administration
PA 6624 3 Public Human Resources Management
PA 6644 3 Administrative Law
PA 6650 3 Governmental Budgeting

Area H: International Hospitality Management
(Complete the specified 15 semester hours)
IHM 6680 3 Global Marketing Strategy for Hospitality Executives
IHM 6681 3 Managing Financial Systems in the Hospitality Industry
IHM 6682 3 International Hospitality Legal Issues
IHM 6683 3 International Hospitality Operations
IHM 6689 3 International Hospitality Management Internship (For the International Hospitality Management concentration only, a consulting-type internship of at least 120 hours will be completed in place of the core MGT 6627 requirement, and will be accomplished with a hospitality industry firm (hotel, lodging, or restaurant chain or tourism board) after completing no fewer than 21 semester hours in the program, including 9 semester hours in the IHM concentration. Required in the IHM concentration.)

Other Business Electives
Elective courses may be selected from any appropriate graduate management curriculum, to include the Troy MSM, Troy MSHRM, Troy approved PME course, specialized study completed with a Troy faculty member, or selected pre-approved MPA courses (i.e., PA 6603, 6630, 6631, 6645, 6647, 6648, 6649, 6650, 6687, or 6688) and an MSIR course, IR 6641. All authorizations for MSM students to be a transient student at another institution must be approved before the course is attempted.

Cross-listings for this program only:

<table>
<thead>
<tr>
<th>Course</th>
<th>Other Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 6610</td>
<td>MGT 6671</td>
</tr>
<tr>
<td>ECO 6657</td>
<td>MGT 6674</td>
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<tr>
<td>HRM 6623</td>
<td>MGT 6675</td>
</tr>
<tr>
<td>HRM 6645</td>
<td>PA 6601</td>
</tr>
<tr>
<td>IR 6620</td>
<td>PA 6620</td>
</tr>
<tr>
<td>IS 6679</td>
<td>PA 6646</td>
</tr>
<tr>
<td>MGT 6670</td>
<td>PA 6679</td>
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</table>
TROY UNIVERSITY
MASTER OF BUSINESS ADMINISTRATION
Graduate Degree Plan and Progress Record / Application for Admission to Candidacy
56-Semester Hour Program

Name ___________________________________  Student ID # __________________________  Campus __________________________
Address: __________________________________________  E-mail: __________________________

Copy of transcript must be attached. May not use “Student Academic Credit” or “Academic Evaluation” report.

DEGREE REQUIREMENTS:
1. GRE, or equivalent exam, test scores submitted
2. Official transcript of all academic work
3. Unconditional Admission
4. 36 semester hours of graduate credit
5. Meet residency requirements
6. No more than two grades below “B”
7. Overall GPA of 3.0
8. Completion of research requirement with a “B” or better (See Catalog)
9. All credit earned within 8 years of graduation
10. Admission to Candidacy
11. Completion of capstone with a grade of “B” or better
12. “Intent to Graduate” notice filed

REQUIRED CORE COURSES (18 Semester Hours):

<table>
<thead>
<tr>
<th>COURSE NO</th>
<th>TITLE</th>
<th>HRS</th>
<th>GRADE</th>
<th>TERM/YR</th>
<th>TRANSFER CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT 6691</td>
<td>Managerial Accounting</td>
<td>3</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>MBA 6611</td>
<td>Business Strategy (Capstone Course)</td>
<td>3</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>MBA 6631</td>
<td>Managerial Finance</td>
<td>3</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>MBA 6642</td>
<td>Quantitative Methods for Business</td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>MBA 6651</td>
<td>Managerial Economics</td>
<td>3</td>
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<tr>
<td>MBA 6661</td>
<td>Strategic Marketing Management</td>
<td>3</td>
<td></td>
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</table>

CONCENTRATION: 18 Semester Hours
Options: Accounting, Information Systems, General Management, or Finance (Circle One)—See Catalog for Approved Courses.

<table>
<thead>
<tr>
<th>Category</th>
<th>HRS</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td>3</td>
</tr>
<tr>
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<td>3</td>
</tr>
</tbody>
</table>

ITEMS TO BE DISCUSSED:
1. One-term limit to have transcripts and test scores on file
2. Temporary, conditional, and unconditional admission
3. Availability of faculty for academic advising
4. Petition for transfer credit once unconditionally admitted
5. Class attendance
6. Drop and withdrawal procedures, deadline, and consequences
7. Petition for an Incomplete grade
8. Student participation in course and program evaluation
9. Other

ADMISSION STATUS
Type: Unconditional
Residency: Test Score

STUDENT ACKNOWLEDGEMENT (at time of initial enrollment and faculty advisement):
I have read the current year’s Graduate Catalog and acknowledge the contents and requirements of the above program. I have received academic advising from my Faculty Advisor.

Student’s Signature ___________________ Date ________________
Faculty Advisor ______________________ Date ________________

STUDENT ACKNOWLEDGEMENT (at time of application for admission to candidacy):
I hereby apply for Admission to Candidacy.

Student’s Signature ___________________ Date ________________
Advisor ____________________________ Date ________________

Distribution: Gold—Student
Pink—Campus/Branch file
All other (Green, Yellow) - UC
Original — Official file

Rev 1-4-06
TROY Publications 384-129
Effective Fall 2006

TROY UNIVERSITY
EXECUTIVE MASTER OF BUSINESS ADMINISTRATION
Graduate Degree Plan and Progress Record / Application for Admission to Candidacy
36-Semester-Hour Program

Name ____________________________ Student ID # ____________ Campus ____________
Address: ____________________________________________________________ E-mail: __________________________

Copy of transcript must be attached. May not use “Student Academic Credits” or “Academic Evaluation” report.

DEGREE REQUIREMENTS:
1. GRE, or equivalent exam, test scores submitted
2. Official transcript of all academic work
3. Unconditional Admission
4. 36 semester hours of graduate credit
5. Meet residency requirements
6. No more than two grades below “B”
7. Overall GPA of 3.0
8. Completion of research requirement with a “B” or better
9. All credit earned within 8 years of graduation
10. Admission to Candidacy
11. Completion of capstone with a grade of “B” or better
12. “Intent to Graduate” notice filed

REQUIRED PREREQUISITE COURSE:
EMBA 5501 Survey of Business Concepts (Prerequisite: Pass/Fail) 3

REQUIRED CORE COURSES (18 Semester Hours):

<table>
<thead>
<tr>
<th>COURSE NO</th>
<th>TITLE</th>
<th>HRS</th>
<th>GRADE</th>
<th>TERM/YR</th>
<th>TRANSFER CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT 6691</td>
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<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMBA 6611</td>
<td>Business Strategy (Capstone Course)</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMBA 6631</td>
<td>Managerial Finance</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMBA 6661</td>
<td>Strategic Marketing Management</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMBA 6671</td>
<td>Organizational Behavior</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMBA 6674</td>
<td>Ethics in Business</td>
<td>3</td>
<td></td>
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</tbody>
</table>

REQUIRED IN CONCENTRATIONS OTHER THAN ACCOUNTING (9 Semester Hours):
EMBA 6642 Quantitative Methods for Business
EMBA 6651 Managerial Economics
IS 6679 Management Information Systems

PROFESSIONAL CONCENTRATION: Accounting, CI, Gen. Mgt, HR, Mgt, Info Systems (9-18 Semester Hours -- See Catalog):

ITEMS TO BE DISCUSSED:
1. One-term limit to have transcripts and test scores on file
2. Temporary, conditional, and unconditional admission
3. Availability of faculty for academic advising
4. Petition for transfer credit once unconditionally admitted
5. Class attendance
6. Drop and withdrawal procedures, deadline, and consequences
7. Petition for incomplete grade
8. Student participation in course and program evaluation
9. Other

ADMISSION STATUS
Type Date Initials
Conditional
Unconditional
Residency
Test Score

STUDENT ACKNOWLEDGEMENT (at time of initial enrollment and faculty advisement):
I have read the current year’s Graduate Catalog and acknowledge the contents and requirements of the above program. I have received academic advising from my Faculty Advisor.

[Signature] Date Faculty Advisor Date

STUDENT ACKNOWLEDGEMENT (at time of application for admission to candidacy):
I hereby apply for Admission to Candidacy.

[Signature] Date Chair / Dean Date

APPROVED:

CANDIDACY APPROVED:

[Signature] Date Dean, Graduate School Date

Distribution: Gold Student, Pink-Campus/Branch, All other (Green, Yellow), UC, Original-Official File

Revised 4-1-06
TROY Publications 381-130
Effective Fall 2006

TROY UNIVERSITY
MASTER OF SCIENCE IN HUMAN RESOURCE MANAGEMENT
Graduate Degree Plan and Progress Record/ Application for Admission to Candidacy
36Semester Hour Program

Name ___________________________ Student ID # ________________ Campus ___________________________

Address: __________________________ E-mail: __________________________

Copy of transcript must be attached. May not use “Student Academic Credit” or “Academic Evaluation” report.

DEGREE REQUIREMENTS:
1. GRE, or equivalent exam, test scores submitted
2. Official transcript of all academic work
3. Unconditional Admission
4. 36 semester hours of graduate credit
5. Meet residency requirements
6. No more than two grades below “B”
7. Overall GPA of 3.0
8. Completion of research requirement with a “B” or better
9. All credit earned within 8 years of graduation
10. Admission to Candidacy
11. Completion of capstone with a grade of “B” or better
12. Intent to Graduate notice filed

REQUIRED CORE COURSES (27 Semester Hours):

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<tr>
<th>COURSE NO</th>
<th>TITLE</th>
<th>HRS</th>
<th>GRADE</th>
<th>TERM/YR</th>
<th>TRANSFER CREDIT</th>
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<tr>
<td>BUS 6610</td>
<td>Business Research Design (Research Requirement)</td>
<td>3</td>
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</tr>
<tr>
<td>HRM 6601</td>
<td>Legal Environment of Employment Decisions</td>
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</tr>
<tr>
<td>HRM 6603</td>
<td>Human Resource Management</td>
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<td>HRM 6622</td>
<td>Human Resource Staffing</td>
<td>3</td>
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<tr>
<td>HRM 6623</td>
<td>Training and Development of Human Resources Management</td>
<td>3</td>
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<tr>
<td>HRM 6632</td>
<td>Compensation and Benefits</td>
<td>3</td>
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<td>HRM 6698</td>
<td>Strategic Human Resource Management (Capstone Course)</td>
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<td>MGT 6600</td>
<td>Advanced Concepts and Topics in Management (See Catalog)</td>
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<td>MGT 6671</td>
<td>Organizational Behavior</td>
<td>3</td>
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</table>

SELECT THREE APPROVED ELECTIVES: (9 Semester Hours)

<p>| |</p>
<table>
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<tbody>
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</table>

ITEMS TO BE DISCUSSED:
1. One-term limit to have transcripts and test scores on file
2. Temporary, conditional, and unconditional admission
3. Availability of faculty for academic advising
4. Petition for transfer credit once unconditionally admitted
5. Class attendance
6. Drop and withdrawal procedures, deadline, and consequences
7. Petition for an Incomplete grade
8. Student participation in course and program evaluation
9. Other

ADMISSION STATUS

<table>
<thead>
<tr>
<th>Type</th>
<th>Date</th>
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<td>Residency</td>
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<tr>
<td>Test Score</td>
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</tbody>
</table>

STUDENT ACKNOWLEDGEMENT (at time of initial enrollment and faculty advisement):
I have read the current year’s Graduate Catalog and acknowledge the contents and requirements of the above program. I have received academic advising from my Faculty Advisor.

Student’s Signature ___________________________ Date ________________ Faculty Advisor ___________________________ Date ________________

STUDENT ACKNOWLEDGEMENT (at time of application for admission to candidacy):
I hereby apply for Admission to Candidacy.

Student’s Signature ___________________________ Date ________________

Approved ___________________________ Date ________________

Chair / Dean ___________________________ Date ________________

CANDIDACY APPROVED ___________________________ Date ________________

Advisor ___________________________ Date ________________

Distribution: Gold — Student
Pink — Campus/Adjunct File
All other (Green, Yellow) — UC
Original — Official File

Revised 4-1-06
TROY Publications 384-132
Effective Fall 2006

TROY UNIVERSITY
MASTER OF SCIENCE IN MANAGEMENT
Graduate Degree Plan and Progress Record / Application for Admission to Candidacy
30- or 36-Semester-Hour Program

Name: ____________________________  Student ID #: ____________________________  Campus: ____________________________

Address: ____________________________  E-mail: ____________________________

Copy of transcript must be attached. May not use "Student Academic Credits" or "Academic Evaluation" report.

DEGREE REQUIREMENTS:
1. GRE or equivalent exam, test scores submitted
2. Official transcript of all academic work
3. Unconditional Admission
4. 36 semester hours of credit for all concentrations except Area F (30 SH)
5. Meet residency requirements
6. No more than two grades below "B"
7. Overall GPA of 3.0
8. Completion of research requirement with a "B" or better
9. All credit earned within 8 years of graduation
10. Admission to Candidacy
11. Completion of capstone with a grade of "B" or better
12. "Intent to Graduate" notice filed

REQUIRED CORE COURSES (18 Semester Hours):

<table>
<thead>
<tr>
<th>COURSE NO.</th>
<th>TITLE</th>
<th>HRS</th>
<th>GRADE</th>
<th>TERM/yr</th>
<th>TRANSFER CREDIT</th>
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</thead>
<tbody>
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<td>BUS  6610</td>
<td>Business Research Design (Research Requirement)</td>
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<td>Organizational Behavior</td>
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<tr>
<td>MGT  6685</td>
<td>Management Strategy (Capstone Course)</td>
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<td></td>
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</tr>
<tr>
<td>MGT  6696</td>
<td>Financial Analysis</td>
<td>3</td>
<td></td>
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<td></td>
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</tbody>
</table>

CONCENTRATION: 12 Semester Hours
Area A—Human Resource Management; Area B—Leadership and Organizational Effectiveness; Area C—International Management; Area D—Healthcare Management; Area E—Information Systems; Area F—Applied Management (Contractual Cohorts Only); Area G—Public Management (Contractual Cohorts at Maxwell/Quarter AB Only); Area H—International Hospitality Management.

<table>
<thead>
<tr>
<th>COURSE NO.</th>
<th>TITLE</th>
<th>HRS</th>
<th>GRADE</th>
<th>TERM/yr</th>
<th>TRANSFER CREDIT</th>
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<tbody>
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APPROVED ELECTIVES: 6 Semester Hours (Not required for the Applied Management Concentration)

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<th>TRANSFER CREDIT</th>
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ITEMS TO BE DISCUSSED:
1. One-term limit to have transcripts and test scores on file
2. Temporary, conditional, and unconditional admission
3. Availability of faculty for academic advising
4. Petition for transfer credit once unconditionally admitted
5. Class withdrawal
6. Drop and withdrawal procedures, deadline, and consequences
7. Petition for an Incomplete grade
8. Student participation in course and program evaluation
9. Other

ADMISSION STATUS
Type
Condition
Unconditional
Residency
Test Score

STUDENT ACKNOWLEDGEMENT (at time of initial enrollment and faculty advisement):
I have read the current year’s Graduate Catalog and acknowledge the contents and requirements of the above program. I have received academic advising from my Faculty Advisor.

Student’s Signature ____________________________  Date: ____________________________  Faculty Advisor ____________________________  Date: ____________________________

STUDENT ACKNOWLEDGEMENT (at time of application for admission to candidacy):
I hereby apply for Admission to Candidacy.

Student’s Signature ____________________________  Date: ____________________________  Chair / Dean ____________________________  Date: ____________________________

CANDIDACY APPROVED:
Advisor ____________________________  Date: ____________________________  Denn, Graduate School ____________________________  Date: ____________________________

Distribution:  Gold—Student
Pink—Campus/Branch file
Blue—Office of Admissions
All other (Green, Yellow) — UC
Original — Official File

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