



Master of Business Administration Frequently Asked Questions

Thank you for your interest in the Master of Business Administration program at Mount Mary College. Courses are offered in an accelerated format (five 8-week terms in a calendar year). Please read the following information carefully. If you have any questions, contact Dr. Kristen Roche, MBA Director, at (414) 258-4810, x316 or the Graduate Admission Counselor at (414) 256-1252.

Admissions

When is the deadline for applications?

The application deadline dates to enroll in specific terms are as follows:

Term 1 beginning in August: **July 15**

Term 2 beginning in October: **September 15**

Term 3 beginning January: **December 1**

Term 4 beginning in March: **February 15**

Term 5 beginning in June: **May 1**

What are the prerequisites to the Mount Mary MBA program?

Prerequisite courses in finance, accounting and statistics are necessary preparation for success in the MBA. Mount Mary provides these undergraduate courses in an accelerated format. Students do not need to complete all prerequisites before being admitted to the program and taking graduate courses.

Why is the GMAT not a requirement for applying to the Mount Mary MBA?

Research finds that standardized exams do not directly reflect the ability of potential graduate and adult students. Students are assessed by their undergraduate transcript(s), career goals statement, and, if necessary, an interview with the MBA Director.

Accelerated Course Format

When does my accelerated course start?

The start date of your course is listed on your class schedule in *MyMountMary*. If your course begins in August (Term 1) or January (Term 3), it begins before the regular undergraduate semester.

How often do the accelerated courses meet?

Accelerated courses meet in five 8-week terms each year. Courses meet one night a week on a Monday, Tuesday, Wednesday or Thursday from 6 to 9 p.m. The accelerated course content is the same as a traditional 15-week semester course, meaning the time spent in the classroom is reduced, but the material you are expected to learn is not reduced. You are responsible for the independent learning outside of the classroom.

Do I need to do anything before the accelerated course starts?

Yes, you must obtain your textbook and the course syllabus prior to the first class. Most classes have an assignment due the first night of class or even before the class begins. Syllabi are available about two weeks before the start of the first class. A PDF copy can be obtained in *MyMountMary*. Under the My Academics tab, click on E-racer, and then All my Courses. If the course does not show up in your list of “current courses,” choose “future courses” from the drop down menu. A course does not show up as current until two weeks before the course is to begin.

How much time will I need to spend on coursework?

The typical rule of thumb is to spend at least four hours on coursework for every 1 credit of class per week. Because MBA courses are 3 credits, you should expect to devote 12 hours to studying and coursework per week. You are spending less time in the classroom, so more responsibility is put on you to handle the independent study workload.

Will there be group work?

Yes, some courses do require group work and presentations. However, instructors are mindful of student’s busy schedules that balance work, family and school. Group work may be part of the course, but it will not comprise the majority of the coursework.

Do I need to attend all classes in full?

Yes. Condensing the material from a 15-week semester course into 8 weeks requires you to make a strong commitment to attending every class for the entire three hours. If you are unable to attend a class, you must contact the instructor ahead of time. You are responsible for making up missed work, obtaining class notes and arranging (ahead of time) if you will be missing an exam. The accelerated attendance policy is consistent across the MBA program: If you incur two absences, the instructor, at a minimum, is required to lower your grade one letter

grade (e.g. from a B to a BC). If you incur three absences, you automatically will fail the course unless you withdraw from it before the published deadline. Attending classes for half the time can add up to full absences, meaning attending two half classes constitutes one absence.

When is the latest that I can drop a class and not receive an F?

You may drop the course anytime prior to the start of the second class session and it will not appear on your transcript. If you withdraw after the second class has begun, but before the seventh class has begun, you will receive a “W” on your transcript. A student may not withdraw once the seventh class session has begun.

What happens if a class is cancelled due to the school closing or instructor illness?

If a class is cancelled, the class time must be made up. Your instructor will determine a makeup night/Saturday with the students on the first night of class.

Tuition and Financial Aid

How much is tuition?

Tuition information is available online at www.mtmary.edu/financialaid/tuition.htm.

How can I finance my MBA at Mount Mary College?

Graduate students are eligible for federal loans. To apply, students should fill out a Free Application for Federal Student Aid (FAFSA). Additionally, many employers offer tuition reimbursement. Students are encouraged to speak with their employers to see if this is a benefit that is offered. Mount Mary College also has corporate partnerships with many businesses. For more information, please contact the Financial Aid Office at Mount Mary College.

Other Common Questions

Do I take classes in a cohort?

No, although you will likely develop relationships with other students as you progress through the program. Typically, two to three courses are offered each term. You can enroll in courses in a sequence that fit your needs and preferences. The only exception is the final capstone course, BUS 750, which is only offered in Term 4 beginning in March.

Who are the MBA students?

Mount Mary College is proud to educate a diverse group of men and women with relevant business experience. Students come from a variety of backgrounds and industries. Our students are motivated to earn their MBA

in order to seek promotion at their current employer, change employers or careers, or better operate their own small business.

Who are the MBA instructors?

A few instructors are full-time professors in the Business Administration department at Mount Mary College. Many instructors, however, are business professionals who have several years of experience in their respective teaching fields. All instructors hold master's or doctoral degrees in business.

What is the average class size?

Classes range from 6 to 20 students, with the average around 12 to 15 students.

How long does it take the average student to graduate?

If a student takes one course per term, he/she will graduate in 12 terms, or about two and a half years. Of course, prerequisite courses lengthen the time to graduation, and taking two courses in one term shorten the time to graduation.

Can I take two courses in one term?

Yes, however given the accelerated nature of the MBA program, this is an extremely challenging option for most students. Students are encouraged to contact the MBA Director before enrolling in two courses per term. In general, students should only consider this option if they are currently not working, underemployed, unemployed or enrolling in two courses in which they already have a strong background.