

<b>Program:</b>	<b>Business Administration</b>	<b>Dept:</b>	<b>Business</b>
<b>Major:</b>	<b>Human Resources Management</b>	<b>College:</b>	<b>Business</b>
<b>Degree:</b>	<b>Master of Business Administration (M.B.A.)</b>	<b>Major Code:</b>	<b>2607</b>

The mission of the MBA Program at the University of Central Oklahoma (UCO) is to provide a unique learning experience that will give each graduate the managerial and leadership skills to be productive, creative, ethical, and engaged, excelling in everyday decision-making in varied business environments.

The Master of Business Administration in Human Resources Management at UCO prepares students to become effective human resource managers with a focus on strategic human resource management, diversity in the workplace, and organizational change and innovation.

The College of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB) as well as by the Higher Learning Commission.

#### Director MBA Enrollment

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#### Admission Policy and Procedure

The University of Central Oklahoma and the College of Business are committed to a qualified and diverse student population and encourage applications from individuals who hold bachelors' degrees in any field from accredited colleges or universities. Admission decisions are recommended to the Jackson College of Graduate Studies by the MBA Admissions Committee upon review of the complete application.

Applicants are evaluated based on academic ability, as evidenced by a strong undergraduate record and performance on the Graduate Management Admission Test (GMAT) or the Graduate Record Examination (GRE) and on maturity, motivation, leadership, communication skills, and interest in professional management. These admission standards ensure that applicants admitted to the Jackson College of Graduate Studies are well qualified to study at the University of Central Oklahoma and have a reasonable expectation of successfully completing the program.

#### Admission Requirements

Submit the following items to the Jackson College of Graduate Studies, 100 N. University Drive, NUC 404, Edmond, OK 73034.

Application deadlines for Fall Admission:

- Priority Admission – May 15
- Regular Admission – July 15
- Space Available Admission – August 1

Application deadlines for Spring Admission:

- Priority Admission - October 1
- Regular Admission – November 15
- Space Available Admission - December 1

Any student who meets the minimum admission requirements is encouraged to submit an application. Applicants should be aware, however, that admission is competitive and meeting the admission requirements alone does not guarantee admission. All applicants are reviewed by an admissions committee who considers all of each applicant's submitted materials and scores before making offers of admission.

Prospective students who do not have an undergraduate degree in business are encouraged to apply and may need to complete leveling courses, which will cover business fundamentals as part of their program. Leveling courses are available in self-paced, online formats.

#### Additional Requirements

Also see below for additional requirements based on type of admission.

- Online application for admission [www.uco.edu/graduate/](http://www.uco.edu/graduate/).
- Submit official GMAT/GRE score report.\*
- A 500-word personal statement expressing your interest in the program, goals and objectives, and any additional information the applicant believes would be helpful for admission decisions.
- Bachelor's or advanced degree from an appropriately accredited institution, with an overall grade point average (GPA) of 2.75\* or above. Official copies of undergraduate and graduate transcripts from each institution attended with all degrees posted. All transcripts must be from appropriately accredited institutions.
- Current resume.\*\*
- Evidence of English language proficiency, if not a native speaker. See [Admission to Graduate Studies - English Language Proficiency \(pp. 17-18\)](#).

\*Minimum GMAT score of 450 and GRE of 300. Prospective applicants may complete the score report waiver application if they do not have a GMAT or GRE from the last 5 years when applying to the program. Applications for the waiver may be found at [mba.uco.edu](http://mba.uco.edu) under the "Admissions Details" tab. The admissions committee will consider waiver applications on a case-by-case basis. Waiver applications are typically received from individuals who 1) who have completed an advanced degree (e.g. masters or higher), 2) have completed 20 or more hours in an advanced degree program with a GPA of 3.5 or above, 3) have an undergraduate GPA of 3.5 or higher (or 3.5 or higher in the last 60 hours), AND 4) have at least 3 years of industry experience. The waiver application includes submission of completed application form, resume, as well as an interview with program director/admissions committee.

\*\*The MBA Admissions Committee recommends all UCO MBA applicants have 2-3 years industry experience, although this is not strictly required.

Upon notification of acceptance from the Jackson College of Graduate Studies, a student must schedule an appointment with the Director of MBA Enrollment to complete the admission process.

**Program:** Business Administration  
**Major:** Human Resources Management

**Other Requirements**

- Plan of Study. Each student must file a plan of study with their graduate program advisor and the Jackson College of Graduate Studies by the end of the first semester of graduate work. The plan must be signed and dated by the student and the graduate program advisor before it can be considered official.
- Academic Standards. Meet the following course work standards:
  - Overall GPA of 3.00 or higher.
  - No more than 6 hours of "C".
  - No more than two retakes (including audits and withdrawals) per course.
- Note: All graduate grades, whether repeated or not, will apply to the graduate GPA calculations. No grade of "D" or lower will apply to the degree requirements.
- Final Requirements. Apply for graduation through the JCGS by advertised deadline.

^^Capstone Course. Students must take this course in residence at UCO during their final semester of MBA enrollment. Prior to enrollment in this course, students must have earned a cumulative Graduate Average of 3.0 or higher GPA.

**TOTAL HOURS REQUIRED ..... 34 HOURS**

**Graduation Requirements**

**Core.....28 Hours**

Course Prefix	Course No.	Course Title
MBA	5010	Base Camp (P/F)
MBA	5033	Creative Problem Solving
MBA	5042	Managerial Economics
MBA	5142	Managerial Finance
MBA	5242	Organizational Culture and Dynamics
MBA	5272	Managerial Statistics
MBA	5331	Building Effective Teams
MBA	5342	Market Driven Strategies
MBA	5352	Managerial and Operational Analytics
MBA	5441	Leadership Development I
MBA	5541	Leadership Development II
MBA	5552	Project and Program Management
MBA	5572	Business Ethics and Sustainability
MBA	5602	Conflict Management and Negotiation
^MBA	5970	Study Tour (2 hours)
^^MBA	5712	Strategic Management

**Human Resources Major.....6 Hours**

Students must take these courses in residence at UCO.

Course Prefix	Course No.	Course Title
MBA	5482	Organizational Diversity and Inclusion
MBA	5512	Strategic HRM
MBA	5642	Organization Change and Innovation

^International Immersion Experience. Cohort groups travel to a foreign destination in order to spend 10-14 days immersed in the social and business culture of the region. Overseen by our leading faculty.