



THE UNIVERSITY OF
SOUTHERN
MISSISSIPPI.

COLLEGE OF BUSINESS

Master of Business Administration

**Designed to meet the needs of working professionals
and full time students in the Gulf South region**

Southern Miss MBA – Hattiesburg

A full-time program delivered in traditional, online and hybrid formats.

Southern Miss MBA – Gulf Park

A full-time program delivered in hybrid and online formats.

Southern Miss MBA – Online

A part-time program delivered in a fully online format.

2015-2016

AA/EOE/ADA



*Accredited by the
Association to Advance Collegiate Schools of Business*



Ranked in the Top 200 Best Part-Time MBA Programs



For more information contact:

Hattiesburg campus 601.266.4663

Gulf Park campus 228.214.3496

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Thank you for your interest in the Master of Business Administration (MBA) Program at The University of Southern Mississippi. We offer a superior education that is both affordable and accessible to working professionals and full time students. You can complete the MBA on the Hattiesburg or Gulf Park campus and online. A full-time student can complete the degree in one year with summer or fall admission; a part-time student can complete it in two years. An online student can complete the program in about two years by taking two classes a semester.

The Southern Miss College of Business is accredited by the Association to Advance Collegiate Schools of Business (AACSB). AACSB accreditation represents a standard of excellence that prospective students and employers look for in a business degree program.

AACSB accreditation is the benchmark which assures quality in a graduate business education. Only 5% of the 13,000 business programs in the world are accredited by AACSB. In the state of Mississippi, Southern Miss offers the only on-campus AACSB-accredited MBA program south of Jackson.

The Southern Miss MBA is ranked in the Top 200 Best Part-Time MBA Programs by U.S. News and World Report in 2015. This ranking provides another measure of the quality of the program, and the value you will receive for your educational investment.

If you have any questions about our program, please contact our office.

Sincerely,

Elizabeth K. LaFleur, D.B.A.
Associate Dean & MBA Director

MBA ADMISSION REQUIREMENTS

Applicants to the College of Business Master of Business Administration (MBA) program must hold an undergraduate degree from a fully accredited, four-year institution of higher learning. The Southern Miss MBA program is open to students from all academic disciplines, but applicants with no undergraduate background in business may need to complete up to 9 credit hours of prerequisites in statistics, accounting, and finance. Applicants with undergraduate degrees in business will find that most, if not all, prerequisites have been met. The first step for every applicant, regardless of their undergraduate major, is to meet with a program advisor to review undergraduate transcripts and determine which prerequisites are needed.

The MBA program at Southern Miss requires the successful completion of 33 credit hours of graduate work with a cumulative GPA of 3.0 or better.

Application Requirements

All application materials must be submitted through the online Graduate School application portal. Applicants may create an online application account at: <https://usmgrad.admissionpros.com/Default.asp>. Instructions for submittal of all application materials will be available once the application account is created.

The application materials submitted to the *Graduate School* include:

1. ***Application to Graduate School:*** The graduate application form is to be completed online at: <https://usmgrad.admissionpros.com/Default.asp>. The non-refundable application fee of \$60 must be paid prior to the submission of the completed application.
2. ***Transcripts:*** Official transcripts from every institution of higher learning previously attended must be submitted to the Graduate School. For example, an applicant who attended a community college and transferred those credits to a degree program at a four-year college must submit transcripts from both the community college and the institution that granted their degree. Also, applicant grades in core business prerequisites are of particular importance to the Graduate Programs Admissions Committee, as performance in prerequisite courses is an important indicator of the applicant's likelihood to succeed in graduate study. ***See page 8 for GPA requirements.**

All official transcripts should be sent to:

Graduate School
The University of Southern Mississippi
118 College Drive #5024
Hattiesburg, MS 39406

3. ***Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE):*** Completion of the GMAT or GRE within five years of the application deadline is required to be considered for program admission. ***Scores over five years old will not be accepted.** There is no minimum GMAT or GRE score requirement as performance on the GMAT or GRE is only one component of the application package. *Request that your official GMAT or GRE score report be sent directly to The University of Southern Mississippi in Hattiesburg.* The GMAT and GRE code number for Southern Miss is **1479**. For information about the GMAT and to schedule an exam, visit www.mba.com. For more information about the GRE and to schedule and exam, visit www.gre.org.

GMAT and GRE review books and programs can be helpful, and are recommended for everyone taking the test, particularly individuals who have been out the academic environment for a few years or more.

Free GMAT sample tests are included in the cost of exam registration and can be downloaded from www.mba.com. Additional review guides can be purchased from www.mba.com. New and used study guides are available for purchase at Amazon.com. The customer reviews presented at the Amazon.com online store are particularly helpful when selecting supplementary study materials.

Free GRE sample tests are available at www.gre.org under the “Prepare for the Test” link. Additional review guides can also be purchased from www.gre.org. New and used study guides are available for purchase at Amazon.com. The customer reviews presented at the Amazon.com online store are particularly helpful when selecting supplementary study materials.

We strongly recommend that everyone planning to take the GMAT or GRE begin the study process by completing the free practice tests; the practice exams are often a good indicator of actual test performance. Once the practice test has been completed, utilize available study guides to address those portions of the test where performance improvement is needed.

** The GMAT/GRE requirement can be waived for applicants with a master’s degree or higher. In addition, applicants with five years or more of significantly progressive management work experience may request waiver consideration. Applicants must have already submitted an application to the program and must submit the following to h.l.adams@usm.edu and beth.lafleur@usm.edu for consideration:*

1. *Updated resume*
2. *Official transcript(s)*
3. *A letter addressed to Dr. Beth LaFleur, Associate Dean and MBA Director, requesting test score waiver consideration*

4. **Personal Essay (Statement of Purpose):** The personal essay provides an opportunity to highlight the unique qualities and experiences that distinguish you as an applicant and demonstrates your written communication skills. You may wish to comment on your long-term career objectives and how graduate education will help you attain your goals. Discuss your most important strengths and abilities, as well as the weaknesses or shortcomings you wish to address while in the program. **Please limit your essay to two pages.**
5. **Three Letters of Recommendation:** Make certain that the letters are not exclusively written by personal references, but that letters prepared by employers and professors are also included. Only one personal reference letter is accepted; the other two should be academic or professional.
6. **Resume:** Please provide a current resume, as work experience is considered an integral part of the application.
7. **Cover Letter:** Please include a cover letter along with your resume and personal essay.
8. **Immunization Records.**

International Applicants

In addition to the documentation listed above, an applicant whose native language is not English must submit a Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) report from a test administered within the past two years. The University minimum TOEFL score is 71, and the University minimum IELTS score is 6. TOEFL and IELTS scores are good for two years.

All materials should be directly sent to:

The University of Southern Mississippi
International Student and Scholar Services
118 College Drive, #5151
Hattiesburg, MS 39406-0001

International applicants must also contact the Office of International Student Services to ensure all transcripts are properly converted for evaluation. Additional contact information can be found here: <http://www.usm.edu/international-services/requirements-graduate-students>.

Application Deadlines for International Applicants

Deadline	Semester Admitted	GA Requests Accepted?	Time to Complete for Full-time students
March 1	Summer	No	3 Semesters
April 1	Fall	Yes	3 Semesters
May 1	Fall	No	3 Semesters
October 1	Spring	No	4 Semesters*

Application Deadlines for All Other Applicants

Deadline	Semester Admitted	GA Requests Accepted?	Time to Complete for Full-time students
April 1	Summer	No	3 Semesters
April 1	Fall	Yes	3 Semesters
June 1	Fall	No	3 Semesters
November 1	Spring	No	4 Semesters*

*The capstone course and comprehensive exam are offered spring only. Full-time students admitted in the spring must wait until the following spring to enroll in the capstone course and complete the comprehensive exam. A full-time, 12-hour course load may not be possible all four semesters.

Graduate Assistantships (GAs)

A limited number of graduate assistantships are available to selected full-time students. Graduate Assistants for the College of Business work 20 hours a week in the fall and spring semesters as research assistants and receive a tuition waiver for the fall and spring semesters and a monthly stipend. If you wish to be considered for an assistantship, please indicate your interest in the cover letter and select the appropriate response on the graduate application. **Requests for assistantships must be received by April 1 of each year and supported by a complete application package.** Assistantships are awarded on a competitive and comparative basis.

Admission Status

Admission into the MBA program is comparative and competitive. The relative strengths and weaknesses of each prospective student's complete application package are carefully considered and weighed against other applications. An applicant may be admitted on a regular basis, a conditional basis, or may be denied admission into the program.

Regular Admission Status is granted to applicants who submit a satisfactory application package by the published deadline, have a cumulative GPA of 2.75 or above (calculated on a 4.0 scale) for the last 60 hours of completed coursework, and a grade point average of at least 3.0 on undergraduate courses (prerequisites for non-business majors) in the field of proposed study.

Conditional Admission Status is granted to applicants who submit a satisfactory application package by the published deadline, but have a GPA of 2.50 – 2.749 (calculated on a 4.0 scale) for the last 60 hours of completed coursework. Graduate students who are admitted to the graduate program on a conditional basis must earn a grade of 'B' or better on the first 9 hours of graduate-level coursework in order to remain in the program.

Denial of Admission. Applicants who submit an unsatisfactory application package, who do not meet the application deadline, or do not have the minimum 2.50 GPA required to be considered for conditional admission to The University of Southern Mississippi Graduate School are denied admission.

Non-degree Status. Students who do not plan to transfer credits from another program, who wish to take MBA courses for purposes other than the attainment of a graduate degree, or who meet admission requirements for the Southern Miss Graduate School and would like to begin taking courses before completing their graduate application, may take up to 12 hours of MBA classes under non-degree status. Students seeking non-degree hours must meet all course prerequisites, maintain a GPA of 3.0 and submit an application to the Graduate School each semester they enroll in classes as non-degree. Students who eventually apply and are admitted into the MBA program may transfer these hours to the required program coursework. **The non-degree credits are considered transfer credit.** The total number of transfer hours permitted (including non-degree credits) is twelve (12). Please contact Heather Sison, h.l.adams@usm.edu, for information on taking classes as a non-degree student.

Transfer Credits

A maximum of six (6) hours of graduate transfer credits may be counted toward the MBA degree requirements. The credits must be from a fully-recognized and accredited graduate program, reflect a grade of B or better, cannot be a pass/fail course, and must be deemed applicable to the applicant's graduate program. Credits older than five years cannot be accepted, and the course work may not have counted toward another graduate degree. Applicants who wish to transfer six (6) hours can only count six (6) hours of non-degree courses taken at The University of Southern Mississippi toward their graduate degree. Transfer credit requests are evaluated and approved on an individual basis by the program director.

Pre-Program Course and Proficiency Requirements for the MBA

Applicants will need to provide transcripts as proof of the satisfactory completion of prerequisite courses. Courses taken at other colleges and universities will need to be approved for prerequisite credit. Specifically, the courses must cover the same material at the same level of study.

All applicants, including those with an undergraduate degree in business, must demonstrate proficiency in a 3 hour course (undergraduate or graduate) in the following 3 subjects:

Statistics
Accounting
Finance

The prerequisite courses are required to ensure that all applicants are equally prepared for graduate coursework. Performance in the prerequisites listed above has been linked directly to student success in the MBA program. For this reason, the Graduate Programs Admissions Committee carefully reviews the prerequisite grades of every applicant.

Graduate Certificate Program. We offer a graduate certificate program in business foundations. All four classes are online, and two of these courses can be used to meet the accounting and finance prerequisites for non-business applicants. Accounting is offered the second eight weeks of the fall semester, and finance is offered the first eight weeks of the spring semester. Please contact Heather Sison at h.l.adams@usm.edu for more information regarding the application and enrollment process.

Tuition

The current tuition rates may be viewed here: <http://www.usm.edu/graduate-school/tuition-fees>.

Applicants who live in the immediate region (areas of Louisiana, Alabama and parts of Florida) may request consideration for a waiver of out of state tuition. This is approved on an individual basis.

Out of state tuition is also waived for fully online courses.

MBA Core Course Requirements

The curriculum includes eight required and three elective courses for a total of 33 semester hours. Classes are offered at both the Hattiesburg and Long Beach campuses and online. MBA students who attend classes in the hybrid format will come to campus one night a week and complete the two classes in the module in one semester.

The required graduate-level courses for the MBA program are listed below, totaling 33 hours of graduate coursework. The 600-level courses may not be taken until all pre-program and core prerequisite requirements are satisfied.

FALL SEMESTER

Behavioral Module	MBA 600	Organizational Behavior and Leadership	3 hours
	MBA 605	Marketing Management	3 hours
Financial Module	MBA 611	Managerial Accounting	3 hours
	MBA 640	Financial Management	3 hours

SPRING SEMESTER

Analysis Module	MBA 610	Analytical Decision Making	3 hours
	MBA 650	Global Business Systems	3 hours
Strategy Module	MBA 620	The Global Economy	3 hours
	MBA 660	Strategic Management	3 hours

ELECTIVES

Business Electives	3 Approved Graduate Business Electives	9 hours
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*Approved graduate electives are courses offered by the College of Business. Requests for approval of out-of-College graduate electives must be submitted in advance, and will be reviewed on a case-by-case basis.

The MBA 660 course is a capstone course to be taken in the final semester of the MBA program. Therefore, admission into MBA 660 is subject to departmental approval. Prior to graduation, all MBA candidates must take a final comprehensive exam, which is administered in the MBA 660 course.

Emphasis

MBA students can earn an emphasis in Sports Event Security Management by taking three Sports Management courses as their electives:

- SM 620 – Introduction to Sport Security Management – 3 hours
- SM 626 – Threat and Risk Assessment of Sport Venues – 3 hours
- SM 628 – Sport Event Emergency Response Planning – 3 hours

Dual Degree Programs

Applicants who would like to pursue a Master of Public Health or Master of Science in Sports Management in addition to the MBA, must apply to each degree program separately. Applicants must meet the requirements and prerequisites in *both* programs to qualify for admittance.

MBA/MPH – Please contact the Department of Public Health at 601.266.5437 for more information.

MBA/M.S. in Sports Management – The MBA/Sport Management dual degree will afford gifted students a unique combination of sport industry experience and business knowledge, skills, and abilities relative to assuming an executive sport business position. A culminating internship experience with executives in professional and amateur sport organizations will give the student on-the-job training, networking opportunities and access to a career within the sport industry.

Employment for the dual Master in Sport Management and Master of Business Administration graduate will be found in areas such as intercollegiate sports, professional sports, amateur sports, Olympics, event management, facilities management, sport fund raising, sport marketing, sports public relations, and corporate sports.

Please contact the Department of Economic Development, Tourism and Sport Management at 601.266.6762 for more information.