MASTER OF BUSINESS ADMINISTRATION (MBA)

Department Website: https://www.smu.ca/academics/sobey/sobey-mba.html

The primary objective of the Master of Business Administration Program is to provide an intellectual and social environment in which students develop their potential as effective managers. The Sobey MBA program will ensure that students develop an understanding of how the different functions of a business interrelate in the business situation. This is a priority in the student's educational experience that is achieved through the emphasis the program places on integration and business simulation activities as well as the focus placed on business strategy and policy. The program also provides students with the flexibility to design a program of study that is general in orientation or more focused and specialized.

Admission Requirements

The MBA follows the general admission requirements and procedures of the Faculty of Graduate Studies and Research as outlined in Section 2 of the Graduate Studies Academic Calendar with the following additional requirements and procedures.

Admission to the MBA program is competitive. Meeting minimum requirements does not guarantee admission to the program. The following are required for consideration for admission:

- **Degree:** An undergraduate degree in any discipline with at least a "B" average. Official transcripts must be sent from each post-secondary institution attended by the applicant.
- **Advanced standing and Transfer Credits:** Advanced Standing or Transfer Credits will not normally be granted upon admission to the program.
- **GMAT:** A satisfactory GMAT score (usually 550 as the minimum) obtained within the last five years.
- **English Language Proficiency:** The MBA program is fast-paced with much reading, report writing and team work. Strong English language proficiency is important for success in the program. Applicants whose first language is not English must demonstrate their English language proficiency as outlined in Graduate Academic Regulations 1e with the following additional requirements:
  - a TOEFL (iBt) score of at lease 100 with no band below 20; or
  - an IELTS score of at least 7.0 with no band below 6.5.
- **Work Experience:** Work experience is not required for admission to the MBA program, but relevant experience from full-time, part-time and cooperative work placements would be considered assets. In your resumé, please detail:
  - the nature of the work experience,
  - duration in each position,
  - nature of responsibilities and
  - contribution made to the employer.
- **Motivation and Leadership Potential:** Through a combination of academic work, previous experience and extra-curricular activities, applicants must demonstrate a high level of motivation for success and leadership potential. Test scores and undergraduate marks are evaluated for academic ability. The admissions committee will also look for leadership and managerial potential. In addition to evaluating the application, essays, test scores, recommendation form and transcripts, the admissions committee may require a personal or telephone interview before a final decision is made.

While each of the five criteria listed above is important, the applicant's entire profile will be evaluated and suitability for our program will be judged. Sometimes strengths in one area can compensate for weaknesses in other areas. We encourage applicants to provide detailed resumés, thoughtfully written essays and any additional information that may assist the admissions committee in making a decision.

In order to be considered for admission to the program, the application file must have the following documents:

1. Completed the online application form at http://www.smu.ca/future-students/cs-apply-online.html, including a non-refundable application fee.
2. A transcript from each post-secondary institution where courses or programs were taken. These include completed or incomplete degrees or diplomas, upgrading courses and professional certificates. Upon acceptance, official transcripts must be sent directly by the institution issuing the transcript and not by the applicant.
3. **Answers to additional questions on the supplemental form.**
4. Current and detailed resume. Indicate:
   - job title,
   - name of employer,
   - duration of job,
   - nature of responsibilities and contribution made to the employer,
   - education,
   - extra-curricular achievements,
   - volunteer experience and
   - skills.

   A chronological resumé is preferred.
5. Official GMAT score report sent directly from GMAC (Note: school code for GMAT full-time students is 0M9-5R-11 and for part-time students it is 0M9-5R-06).
6. Students whose native language is not English must submit an official English language proficiency score. (Note: 0958 is the appropriate TOEFL code for the Sobey MBA Program at Saint Mary's University).
7. **Two** Referees should be current/former professors or current/former supervisors at work who can judge the applicant's suitability for graduate work and leadership potential. Friends and relatives should not be asked to fill in a recommendation form. Applicants can submit additional recommendation forms, if they wish. An academic reference is preferred but not required.

Applications that do not contain all of the above items will **not** be processed. Please note that all documents must be originals. Completed application forms and all supporting documents (items "a" to "h" in the above list) must be uploaded through the application portal.

Once applications are submitted, contact the Sobey MBA Program if you require further information or in order to find out the status of your application.

A non-refundable confirmation of acceptance deposit is applicable to the MBA program. This deposit will be applied to tuition fees on registration.

Applications for admission to the full or part-time MBA program should be made as early as possible, since admission is competitive.

The application deadlines are as follows:

- Domestic Application Deadline – 30 June
- International Applicants – 1 April

The full-time program is a 16-month program. The part-time program is available for students who wish to complete it in part, or whole, while remaining in full-time employment. The part-time program is designed to be completed in three years.

Students may change to full-time status but are required to fulfill any additional requirements for the full-time program.

Visiting students wishing to enroll in MBA courses must do so on Letters of Permission from their home institutions. Students in other graduate programs at Saint Mary's or at another post-secondary institution can request permission from the MBA Program Director if they wish to enroll in an MBA course. Some courses have restricted enrolment.

Financial Support

In addition to Canada Student and other loans, financial aid is available through University scholarships and assistantships. The number of scholarships is limited and they are granted based on information provided in the student's application. Students are automatically considered for entrance scholarships at time of admission. Applications for assistantships should be made to academic departments in the Sobey School of Business.

Program Requirements

See the FGSR Program Requirements (https://smu-ca-public.courseleaf.com/graduate/academic-regulations/program-study-research/) in the *Graduate Studies Academic Calendar* and below.

The MBA program elements are sequenced as follows:

Preparatory Modules

The purpose of the online preparatory modules is to position students for success by ensuring they are equipped with foundational knowledge in the areas of accounting, statistics, economics and finance. By completing the preparatory modules, incoming students will have a common base of knowledge and the ability to delve into advanced content earlier in the term. Students will be required to demonstrate competency in the designated knowledge areas.

Code	Title	Credit Hours
Semester 1 and 2		
ACCT 6548	Accounting for Decision-Making	3
MKTG 6571	Marketing Management	3
MGSC 6506	Business Statistics	3
MGSC 6515	Strategic Operations Management	3
CISY 6521	Information Systems & Success	3
MGMT 6585	People in Organizations	3
ECON 6502	Global Economy	3
FINA 6561	Business Finance	3
MGMT 6590	Responsible Leadership I	3
MGMT 6591	Responsible Leadership II	3
All students are required to complete the following noncredit course:		
SMBA 6010	Professional Development	0
SMBA 6020	Immersive Learning	0
Semester 3 and 4		
SMBA 6500	International Learning Experience	3
MGMT 6789	Strategic Management	3
Select 18 credit hours of electives		18
Total Credit Hours		**54**

The objectives of the third and fourth semesters year are to foster further integration of functional studies, to develop research skills, and to provide the opportunity for specialized study in a functional or interdisciplinary field of management.

Students will complete six (6) credit hours with the required courses and the remaining eighteen (18) credit hours will be elective courses. Students have the option of completing three (3) credit hours on MBA Consulting Project (MCP) (SMBA 6698). Students are able to take the six (6) credit hour Major Research Project MRP (SMBA 6697) course in one of the following subject areas: ACCT, ECON, FINA, MGMT, MKTG, MGSC, or CISY.

In the event an MBA student is not registered in any course but is completing a major research project (MRP) in a given semester, the student shall register in the MRP Continuation category and pay the required continuation fees.

Saint Mary's University students may use a Letter of Permission to enroll in graduate courses at other universities and receive credit for the courses in the MBA degree. This flexibility enhances the opportunity for students to develop a program that best serves their careers and draws on the course offerings of other universities. Credit for courses completed using this option will only be granted for courses for which a B or better grade is obtained. In completing the MBA degree, must complete a minimum of thirty-nine (39) credit hours at Saint Mary's. For further information please contact the MBA Program Director.