

MASTER OF BUSINESS ADMINISTRATION (MBA) DEGREE, ONLINE PROGRAM

Program Learning Outcomes for the MBA Degree

Upon completing the MBA degree, students will be able to:

1. Demonstrate an understanding and application of the foundational frameworks and tools of all business disciplines, including accounting, finance, marketing, organizational behavior, and strategic management.
2. Develop, evaluate, and implement complex business strategies and operational solutions holistically, integrating management principles across the functional areas.
3. Function effectively in a team setting both as a leader and a contributor.

Requirements for the MBA Degree, Online Program

The MBA degree is a non-thesis master's degree. For general university requirements, please see [Non-Thesis Master's Degrees \(https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-non-thesis-masters-degrees/\)](https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-non-thesis-masters-degrees/). For additional requirements, regulations, and procedures for all graduate programs, please see [All Graduate Students \(https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-all-degrees/\)](https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-all-degrees/). Students pursuing the MBA@Rice degree must complete:

- A minimum of 54 credit hours to satisfy degree requirements.
- A minimum of 30 credit hours of graduate-level study (graduate semester credit hours, coursework at the 500-level or above).
- A minimum of 24 graduate semester credit hours must be taken at Rice University.
- A minimum of 24 graduate semester credit hours must be taken in standard or traditional courses (with a course type of lecture, seminar, laboratory, lecture/laboratory).
- A maximum of 2 courses (6 graduate semester credit hours) from transfer credit. For additional departmental guidelines regarding transfer credit, see the [Policies](#) (p. 2) tab.
- A minimum overall GPA of 3.00 or higher in all Rice coursework.
- A minimum program GPA of 3.00 or higher in all Rice coursework that satisfies requirements for the non-thesis master's degree with a minimum grade of C (2.00 grade points) in each course.

MBA@Rice Program

The MBA@Rice program consists of a 24-month curriculum generally earned over eight consecutive terms (3-month quadesters) over a two-year period.

The courses listed below satisfy the requirements for this degree program. In certain instances, courses not on this official list may be substituted upon approval of the program's academic advisor, or where applicable, the department or program's Director of Graduate Studies. Course substitutions must be formally applied and entered into Degree Works by the department or program's [Official Certifier \(https://](#)

registrar.rice.edu/facstaff/degreeworks/officialcertifier/). Additionally, these must be approved by the Office of Graduate and Postdoctoral Studies. Students and their academic advisors should identify and clearly document the courses to be taken.

Summary

Code	Title	Credit Hours
Total Credit Hours Required for the MBA Degree, Online Program (MBA@Rice)		54

Degree Requirements

Code	Title	Credit Hours
Core Requirements		
MGMT 501	FINANCIAL ACCOUNTING	3
MGMT 502	MANAGERIAL ACCOUNTING	1.5
MGMT 510	ORGANIZATIONAL BEHAVIOR	1.5
MGMT 511	LEADERSHIP	1.5
MGMT 521	BUSINESS LAW	1.5
MGMT 531	THE NEW ENTERPRISE	1.5
MGMT 540	MANAGERIAL ECONOMICS	1.5
MGMT 541	ECONOMIC ENVIRONMENT OF BUSINESS	1.5
MGMT 543	FINANCE	3
MGMT 561	BUSINESS-GOVERNMENT RELATIONS	1.5
MGMT 562	CORPORATE SOCIAL RESPONSIBILITY	1.5
MGMT 570	COMPETITIVE AND INDUSTRY ANALYSIS	1.5
MGMT 571	STRATEGY FORMULATION AND IMPLEMENTATION	1.5
MGMT 574	OPERATIONS MANAGEMENT	1.5
MGMT 580	MARKETING	3
MGMT 592	STRATEGIC BUSINESS COMMUNICATIONS	1.5
MGMT 593	DATA ANALYSIS	3
MGMT 627	ENTERPRISE ACQUISITION	1.5
Residential Intensive Learning Experiences		
MGMT 513	NEGOTIATIONS ILE ¹	1.5
MGMT 514	ORGANIZATIONAL CHANGE ILE ¹	1.5
Global Field Experience		
MGMT 515	GLOBAL FIELD EXPERIENCE	1.5
Capstone		
MGMT 598	CAPSTONE CONSULTING PROJECT	3
Elective Requirements		
Select an additional 13.5 credit hours from elective course offerings ²		13.5
Total Credit Hours		54

Footnotes and Additional Information

- ¹ MGMT 513 and MGMT 514 are taken for a Satisfactory/Unsatisfactory grade and must be completed with a Satisfactory grade. As S/U courses, they do not apply to the requirement of a minimum grade of C (2.00 grade points) in each required course.

² To fulfill the remaining requirements for the Online MBA degree program, students must complete an additional 13.5 credit hours from departmental (MGMT) course offerings at the 500-level or above to reach 54 total credit hours. (MGMT 703, MGMT 704, and MGMT 705 are *not* accepted as electives.)

Proposed Plan-of-Study

The following plan-of-study represents the lockstep two-year sequence in which students pursuing the MBA@Rice degree complete the required coursework. In some instances students may follow a three-year or a four-year program. In those instances, students must agree to follow a specific course sequence as outlined by the Student Success Advisor.

Course	Title	Credit Hours
First Year		
1st Quadmester		
MGMT 501	FINANCIAL ACCOUNTING	3
MGMT 510	ORGANIZATIONAL BEHAVIOR	1.5
MGMT 570	COMPETITIVE AND INDUSTRY ANALYSIS	1.5
MGMT 513	NEGOTIATIONS ILE ¹	1.5
MGMT 514	ORGANIZATIONAL CHANGE ILE ¹	1.5
Credit Hours		9
2nd Quadmester		
MGMT 540	MANAGERIAL ECONOMICS	1.5
MGMT 592	STRATEGIC BUSINESS COMMUNICATIONS	1.5
MGMT 593	DATA ANALYSIS	3
Credit Hours		6
3rd Quadmester		
MGMT 502	MANAGERIAL ACCOUNTING	1.5
MGMT 574	OPERATIONS MANAGEMENT	1.5
MGMT 580	MARKETING	3
Credit Hours		6
4th Quadmester		
MGMT 541	ECONOMIC ENVIRONMENT OF BUSINESS	1.5
MGMT 543	FINANCE	3
MGMT 561	BUSINESS-GOVERNMENT RELATIONS	1.5
MGMT 515	GLOBAL FIELD EXPERIENCE ¹	1.5
Credit Hours		7.5
Second Year		
5th Quadmester		
MGMT 511	LEADERSHIP	1.5
MGMT 571	STRATEGY FORMULATION AND IMPLEMENTATION	1.5
Elective one	Elective one ²	1.5
Elective two	Elective two ²	1.5
Credit Hours		6
6th Quadmester		
MGMT 521	BUSINESS LAW	1.5
MGMT 562	CORPORATE SOCIAL RESPONSIBILITY	1.5
Elective three	Elective three ²	1.5
Elective four	Elective four ²	1.5
Credit Hours		6

7th Quadmester

MGMT 531	THE NEW ENTERPRISE	1.5
MGMT 627	ENTERPRISE ACQUISITION	1.5
Elective five	Elective five ²	1.5
Elective six	Elective six ²	1.5
Elective seven	Elective seven ²	1.5
Credit Hours		7.5

8th Quadmester

MGMT 598	CAPSTONE CONSULTING PROJECT	3
Elective eight	Elective eight ²	1.5
Elective nine	Elective nine ²	1.5
Credit Hours		6
Total Credit Hours		54

Footnotes and Additional Information

¹ MGMT 513, MGMT 514, and MGMT 515 together comprise the Residential Intensive Learning Experiences (ILE) and Global Field Experience requirements for this degree program. It is highly encouraged that these courses are taken in the first year of the program (or as early in the program as possible). Students should consult their Student Success Advisor for more information regarding enrollment in these courses.

² To fulfill the remaining requirements for the Online MBA degree program, students must complete an additional 13.5 credit hours from departmental (MGMT) course offerings at the 500-level or above to reach 54 total credit hours.

Policies for the MBA Degree, Online Program

MBA Admission Requirements

Admission to the MBA degree program is open to students regardless of their undergraduate major, but the program is highly selective and access is limited to those who have performed with distinction across all areas of the application. A bachelor's degree (or equivalent) from an accredited undergraduate institution is required. Applicants participate in an interview by invitation as part of their admission requirements.

All applicants to the MBA degree program must submit the following:

- resume pre-assessment*
- an online application and application fee
- scores from the Graduate Management Admission Test (GMAT)** the Graduate Record Examination (GRE)** or the Executive Assessment (EA)**
- transcripts from all degree-granting institutions and/or institutions at which an applicant completed 9 or more credit hours
- resume with complete work history
- essays
- letter(s) of recommendation
- scores from the TOEFL, PTE, Duolingo, or IELTS are also required for international applicants, whose undergraduate degree was from an institution where the primary language of instruction was not English.***

Notes:

*For the MBA executive program **only**, a resume pre-assessment is required to determine eligibility, as well as eligibility for a standardized test waiver.

A GMT/GRE test waiver request may be submitted to determine eligibility to apply without test scores. Resumes and transcripts are necessary to submit this form. The Executive Assessment (EA) is **not accepted for applicants to the full-time MBA degree program.

***English proficiency test waivers are also available.

MBA Deferred Enrollment Program Admission Requirements

Admission to the MBA Deferred Enrollment program allows college seniors to secure a spot two to five years after graduation in the Full-Time MBA Program at Jones Graduate School of Business. International and all majors are welcome to apply during their final year of college. Eligible students must be employed during the interim years to hold onto their space. A bachelor's degree (or equivalent) from an accredited undergraduate institution is required. All applicants must conduct an interview as part of their admission requirements. The program is highly selective and access is limited to those who have performed with distinction across all areas of the application.

The MBA@Rice Program

The MBA@Rice Program does not have specific prerequisite courses required for admission. For additional information regarding admission into the MBA@Rice Program, please see the Jones Graduate School of Business website: <https://business.rice.edu/online-mba-rice-business> (<https://business.rice.edu/online-mba-rice-business/>)

Academic and Professional Standards

Students must meet both academic and professional standards to continue academic work and to graduate. In accepting admission to the MBA program, all students agree to be governed by the standards and procedures for dismissal or disciplinary action stated below.

Academic Standards

A minimum overall grade point average of 3.00 (B) is required for graduation. All courses taken for the MBA degree (including approved courses taken at the university, but outside the JGSB) are counted in the overall grade point average calculation.

Students with an overall grade point average lower than 3.00 at the end of any semester will be notified of academic standing. Students not meeting the 3.00 requirement will be provided specific instruction and guidance on the next steps specific to their academic situation. In some cases, students may submit an appeal to the JGSB Academic Standards Committee, requesting to be placed on academic probation. The committee reviews all academic cases, and may consult the dean's office for counsel and/or suggestions on proposed handling of the case. The committee will decide, based on the circumstances of the appeal, whether the student may resume studies on academic probation; is to be academically suspended for one semester or an academic year; or is to be dismissed from the MBA program.

Students proposing to return after a period of academic suspension must follow the appropriate procedures outlined in the General Announcements by the Office of Graduate and Postdoctoral Studies to receive permission to be readmitted. If permitted to return, the student will pay the current rate of tuition, based upon the class of students they are joining.

Only courses in which a grade of C or above is earned will be counted for credit toward graduation. If students receive a grade below C in a course required for graduation, they must repeat the course. If students receive a grade lower than C in an elective course, they need not repeat the specific course, but they must make up the credit hours. If the required course is not offered again prior to graduation, the student will be permitted to take the course the following academic year, but will be charged the current pro-rated tuition for the program in which the additional coursework is completed.

Students on academic probation must complete all future courses with a grade of C or above and may be considered candidates for student offices by permission only. Students are removed from probation only upon achieving an overall grade point average of at least 3.00.

JGSB students may not take courses pass/fail to count toward their degree requirements. JGSB students may audit courses with departmental and professor approval. The courses will not count toward the MBA, but will appear on the transcript.

Professional Standards

MBA students are held to the highest standards of professional conduct expected of managers—standards substantially exceeding those expected of them simply as students. Students may be dismissed or suspended for failure to meet professional standards, as defined in the [University Code of Conduct \(https://ga.rice.edu/graduate-students/rights-responsibilities/code-student-conduct/\)](https://ga.rice.edu/graduate-students/rights-responsibilities/code-student-conduct/). The dean may place a student on disciplinary probation for unacceptable conduct, giving oral and written notice that future misconduct will lead to filing specific charges. This probationary notice, however, is not required as a precondition for filing specific charges.

Scholarship reinstatement is not guaranteed for students who do not maintain continuous active status - and good standing - at the Jones Graduate School of Business and Rice University. In cases where a student does not maintain active status, and/or does not maintain continuous good standing, students may need to request reinstatement of their scholarship. Scholarships may be discontinued for students who are on academic probation or receive university conduct sanctions (including suspension).

Guidelines for Appealing Academic Dismissal

The Process

A student who wishes to appeal a dismissal should address the following issues in a letter to the Academic Standards Committee. The student must send the letter to the chair of the Academic Standards Committee.

1. What circumstances led to your academic performance last semester and to what degree were those circumstances beyond your control?
2. If your performance in a particular course(s) last semester was below par, describe any circumstances specific to that course that explain your performance.
3. Do you expect the circumstances that created the problems for you last semester to change next semester? If so, how?

Students may include any additional information they deem relevant in the appeal letter.

Timing

If the student intends to appeal, the letter to the committee must be filed within one week after receiving a dismissal letter. If a student plans to appeal, the student should continue to attend classes. It is important to keep up with studies during the appeal process. If the appeal is accepted,

the student may continue progress towards the completion of their degree.

Appeals

Appeals beyond the Academic Standards Committee must go to the dean of the Jones Graduate School of Business, who may seek guidance from other constituents of the school. All decisions rendered by the dean are final.

Confidentiality

The Family Educational Rights and Privacy Act of 1974 and amendments govern the records of actions related to appeals.

Grade Appeal Process

Once a course grade has been assigned by an instructor, it is generally considered final and is rarely changed for any reason other than calculation or transcription errors. The procedure below outlines the process by which a student may appeal a course grade.

1. The student should first pursue any grading question with the instructor following the formal or informal process the instructor has outlined for the course.
2. If the matter is not resolved in step 1 above, the student must file a written appeal to the instructor and send a copy to the senior associate dean of degree programs. This written appeal must be filed no later than two weeks after the final grade for a course was assigned.
3. The instructor must schedule a meeting with the student within two weeks of receiving the written appeal to further discuss the appeal with the student. Notice of the appeal time and date will be provided by the instructor to the senior associate dean of degree programs.
4. If step 3 does not resolve the issue to the satisfaction of both parties, the student may appeal to the Academic Standards Committee by sending a written notice describing the grounds for the appeal within two weeks of the date of the scheduled meeting in step 3.
5. The Academic Standards Committee will seek out information on the appeal from the instructor and the student and, at its discretion, hold a hearing to further consider the matter. The decision of the Academic Standards Committee will be rendered within 4 weeks of receiving a written notice of appeal (step 4).
6. Appeals beyond the Academic Standards Committee must go to the dean of the Jones Graduate School of Business, who may seek guidance from other constituents of the school. All decisions rendered by the dean are final.
7. In the event that the protested grade is necessary for the student to graduate, an accelerated schedule will be followed.

The Family Educational Rights and Privacy Act of 1974 and amendments govern records of these actions.

MBA Elective Course Add/Drop Policy and Procedures

Due to the unique term schedule followed by the Jones Graduate School of Business MBA programs, MBA students have special procedures they must follow to make schedule changes. The Jones Graduate School of Business Registrar Department administers an add/drop policy which allows students to add or drop elective courses at various times throughout the semester. For all elective courses, student may not add or drop a course after the deadline for the appropriate term.

Withdrawal Policy

A Jones Graduate School of Business student, participating in any offered program, may voluntarily withdraw from school at any time. Upon withdrawal, Rice University applies a sliding scale to tuition, which is noted in the university's Academic Calendar posted on the Rice [Office of the Registrar website](https://registrar.rice.edu/calendars/) (<https://registrar.rice.edu/calendars/>).

Jones Graduate School of Business Student Handbook

Generally, the Jones Graduate School of Business adheres to the academic regulations of Rice University. However, the Jones Graduate School of Business MBA program has unique policies and procedures that vary from the Office of Graduate and Postdoctoral Studies regarding, but not limited to, leave of absence, withdrawals and readmission, add/drop, and academic dismissal. A copy of the handbook is available on Campus Groups (for all programs **except** the MBA@Rice Program).

Financial Aid

Jones Graduate School of Business scholarships are awarded at the point of admission and are based on the merit of the application. Financial assistance is generally awarded one academic year at a time. Continuation of assistance depends on Satisfactory Academic Progress (SAP) in accordance with Academic and Professional Standards of performance, professional behavior, and is subject to the availability of funds. Academic or disciplinary probation, suspension, or general failure to maintain academic pace will result in the removal of all forms of financial assistance (i.e. scholarship, employment, Federal/State student loans, etc.). Students have the right to appeal the suspension. All appeals will be reviewed by a committee.

Transfer Credit

For Rice University's policy regarding transfer credit, see [Transfer Credit](https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-all-degrees/#transfer) (<https://ga.rice.edu/graduate-students/academic-policies-procedures/regulations-procedures-all-degrees/#transfer>). Some departments and programs have additional restrictions on transfer credit. Students are encouraged to meet with their academic program's advisor when considering transfer credit possibilities.

Program Transfer Credit Guidelines

Students pursuing the MBA degree should be aware of the following program-specific transfer credit guidelines:

- No more than 2 courses (6 credit hours) of transfer credit from U.S. or international universities of similar standing as Rice may apply towards the degree.
- Requests for transfer credit will be considered by the program director on an individual case-by-case basis.

Additional Information

For additional information, please see the Jones Graduate School of Business website: <https://business.rice.edu/>

Opportunities for the MBA Degree, Online Program

Additional Information

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