

# MASTER OF BUSINESS ADMINISTRATION IN BUSINESS ADMINISTRATION

The Mays MBA full-time program is designed to prepare you for leadership roles in the business world.

Mays Business School offers a graduate program leading to the Master of Business Administration (MBA) degree.

With experienced faculty and an expansive network, you will have access to a wealth of resources. Whether you want to switch careers or advance within your current company, our MBA program can help you reach your goals. All core course enrollments are handled through the Mays MBA Program Office. Details regarding the Mays MBA Program curriculum may be obtained by contacting the MBA Program Office or at the program website (<https://mays.tamu.edu/graduate/mba/full-time-mba/>). The Mays MBA Program is a non-thesis degree for which a final oral examination is not required. Admission to the program is only in the fall semester. The Mays Business School is accredited by the Association to Advance Collegiate Schools of Business (AACSB) at all program levels.

Enrollment in the Mays MBA Program and related courses is restricted to students in the G7 BUAD classification. G6 students are not eligible to enroll in Mays MBA Program courses.

[The Mays MBA Program also offers a one-year Engineering MBA for a minimum of 45 credit hours with some customization options.](#)

This program is also approved for delivery via asynchronous or synchronous distance education technology. Visit the [Flex Online MBA Program](#) webpage for more information.

## GMAT/GRE and English Language Proficiency Requirements

Applicants to the MBA Program are required to take the GMAT or GRE. Test waivers are available.

The Mays MBA Program also requires a minimum TOEFL score of 250 (computer-based), 600 (paper-based), or 100 (TOEFL-iBT) for admission. Alternatively, an IELTS minimum score of 7.0 may be considered for admission. An applicant can also satisfy the English Language Proficiency Requirement with a minimum GRE Verbal Reasoning score of 150 or a minimum GMAT verbal score of 28 (old version) or 77 (new version).

For additional information for international applicants, please review <https://mays.tamu.edu/graduate/mba/full-time-mba/international-student-information/>.

## Program Requirements

### Program Requirements

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## Student's Advisory Committee

### On-Campus and Distance Education Degree Programs

After receiving admission to graduate studies, students will consult with the graduate program concerning selection of a chair, which will be either the Director of the Mays MBA Program or the Assistant or Associate Dean for Graduate Programs within Mays Business School.

Only members of the Graduate Committee Faculty located on Texas A&M University campuses may serve as chair of a student's advisory committee. Other members of the Graduate Committee Faculty – including those located off-campus or outside the university (if permitted by program, department, and college/school policy) – may serve as a co-chair or member.

The Director, or the Assistant or Associate Dean, is responsible for advising the student on academic matters. The duties include responsibility for approving the student's proposed degree plan; research proposal (if applicable); thesis, dissertation, or record of study (if applicable); and conducting examinations (if required). The advisory committee members' approval of a degree plan indicates their willingness to accept the responsibility for guiding and directing the entire academic program of the student and for initiating all academic actions concerning the student. Additionally, in the case of academic deficiency, the advisory committee is responsible for initiating recommendations to the Graduate and Professional School.

If the chair of the student's advisory committee is unavailable for an extended period of time in any academic period during which the student is involved in activities relating to an internship, thesis or professional paper – and is registered for courses such as 684, 691, 692, or 693 – the Department Head or intercollegiate faculty Chair may appoint an alternate advisory committee chair during the interim period.

If the chair of a student's advisory committee is on an approved leave of absence – and the student is near completion of the degree and wants the chair to continue to serve in this role – a written request must be submitted to the Associate Provost and Dean of the Graduate and Professional School, by the Department Head or intercollegiate faculty Chair, that the faculty member who is on an approved leave of absence be allowed to continue to serve as chair of the advisory committee – without a co-chair – for up to one year. The request must confirm that the faculty member is able to engage in the required duties as chair during the leave of absence. Extensions beyond the one-year period (if necessary) may be granted with additional approval of the Associate Provost and Dean of the Graduate and Professional School.

If the chair of a student's advisory committee voluntarily separates from the university, and the student is nearing completion of the degree, the chair may continue to serve in this role – at the student's request – for up to one year. Two options are available:

- The chair may continue, with a co-chair, without additional approval by the Graduate and Professional School. The student must select a current member of the Graduate Committee Faculty – from the student's academic program and located near the Texas A&M University campus site – to serve as co-chair of the advisory committee.
- The chair may continue, without a co-chair, with approval by the Graduate and Professional School. A written request must be submitted to the Associate Provost and Dean of the Graduate and Professional School by the Department Head

or intercollegiate faculty Chair to allow the faculty member to continue as chair, without a co-chair, of the advisory committee.

For both options, extensions beyond the one-year period (if necessary) may be granted with approval of the Associate Provost and Dean of the Graduate and Professional School.

Although individual advisory committee members may be replaced by petition for valid reasons, all members of a student committee cannot resign *en masse*.

## Degree Plan

### On-Campus and Distance Education Degree Programs

Students, in consultation with the MBA office, will develop a proposed degree plan. The degree plan must be created, submitted, and approved through the Document Processing Submission System (<http://ogsdps.tamu.edu/>) (DPSS). The degree plan must be submitted prior to the deadline imposed by the student's college or school and approved by the Graduate and Professional School no later than the dates announced in the Graduate and Professional School calendar of deadlines for graduation. Students must select the appropriate program option when submitting a proposed degree plan.

Additional coursework may be added to the approved degree plan by petition through DPSS, if deemed necessary, to correct deficiencies in the student's academic preparation. It is recommended that a student who is planning to take additional courses after the completion of the Mays MBA core courses meet with the academic advisor in the Mays MBA Program Office.

Coursework included on the degree plan is subject to the requirements and restrictions detailed in the Credit Requirement and Limitations on Credits and Coursework sections in each degree program page.

Degree program time limits apply to courses listed on a degree plan. Details are available on the Time Limits section in each degree program page.

## Credit Requirements

### On-Campus and Distance Education Degree Programs

The Mays MBA Program offers a two-year in-person, and an accelerated online MBA, for a minimum of 49 credit hours with some options for customization. Students may also have the option to choose a certificate program or specialization coursework in addition to the core degree requirements making the total credit hours of the program up to 61. The details of the certificates and specializations are found on the Mays MBA website (<http://mays.tamu.edu/full-time-mba/>) or the Flex Online MBA website (<https://mays.tamu.edu/flex-online-mba/>).

The Mays MBA Program also offers a one-year Engineering MBA (<https://mays.tamu.edu/graduate/mba/engineering-mba/>) for a minimum of 45 credit hours with some options for customization.

## Limitations on Credits and Coursework

### On-Campus and Distance Education Degree Programs

Credit-hour requirements are subject to the following limitations:

1. To receive a graduate degree from Texas A&M University, students must earn one-third or more of the credits through the institution's own direct instruction. These limitations also apply to joint degree programs.

2. Transfer credits may not be used toward meeting the credit hour requirements.
3. The maximum number of credit hours taken in post-baccalaureate non-degree (G6) classification at Texas A&M University which may be considered for application to the degree plan is 12.
4. Only grades of A, B, C, and S are acceptable for graduate credit.
5. Graduate courses on a degree plan may not be taken on an S/U basis except for 681 (Seminar), 684 (Professional Internship), 690 (Theory of Research), 691 (Research), 692 (Professional Study), 693 (Professional Study), 695 (Frontiers in Research), 697 (Methods), 791 (Doctoral Capstone), or SOPH 680 (Public Health Capstone).
6. A student pursuing a non-thesis option Master's degree may not enroll in 691 (Research) courses for any reason.
7. A maximum of 12 credit hours may be used, in any combination, of the following:
  - No more than 8 credit hours in a combination of 684, 691 (if permitted), or SOPH 680.
  - No more than 8 credit hours of 684 for thesis option Master's degrees.
  - No more than 3 credit hours of 684 for non-thesis option Master's degrees.
  - No more than 8 credit hours of 685 (Directed Studies).
  - No more than 3 credit hours of 690 (Theory of Research).
  - No more than 3 credit hours of 695 (Frontiers in Research).
8. A maximum of 3 credit hours may be used toward the non-thesis option Master's degree, in any combination, of the following:
  - No more than 2 credit hours of 681 (Seminar).
  - No more than 3 credit hours of 684 (Professional Internship).
  - No more than 3 credit hours of 685 (Directed Studies).
9. Certain zero-credit courses may be allowed for Master's degree programs:
  - A zero-credit 684 (Professional Internship) or 685 (Directed Studies) course is only allowed for non-thesis option Master's programs.
  - A zero-credit 681 (Seminar) course may be used for either thesis or non-thesis option Master's programs.
  - Other courses, including 691 (Research) hours, are not eligible for zero credit.
10. No more than 25 percent of the total credit-hours required on the student's degree plan may be in any combination of 684, 685, 690, 691 (if permitted), and 695.
11. A maximum of 9 hours of advanced undergraduate courses (300- or 400-level) may be considered for application to the degree plan.
12. No more than 50 percent of the non-research coursework required for an in-person degree program may be completed through distance education courses.
13. Continuing education or extension courses may not be used for graduate credit.

Some departments may have additional or more restrictive requirements. Exceptions will be permitted only in unusual cases and when petitioned by the student's advisory committee and approved by the Graduate and Professional School.

## Final Examination

### On-Campus and Distance Education Degree Programs

A final examination is not required for the Master of Business Administration program.

## Additional Requirements

### Additional Requirements

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## Residence

### On-Campus and Distance Education Degree Programs

A student must complete 12 credit hours in resident study at Texas A&M University to satisfy the residence requirement for the Master of Business Administration degree.

See Residence Requirements (<https://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/#degreerequirementstext>).

## Time Limit

### On-Campus and Distance Education Degree Programs

All degree requirements must be completed within a period of seven consecutive years for the degree to be granted. A course will be considered valid until seven years after the end of the semester in which it is taken. Graduate credit for coursework which is more than seven calendar years old may not be used to satisfy degree requirements.

## Scholastic Requirements

### On-Campus and Distance Education Degree Programs

To maintain good academic standing and to be eligible for graduation, a Mays MBA student must maintain a minimum cumulative 3.000 GPA in each term of the Mays MBA Program. A degree-seeking graduate student is considered to be scholastically deficient if either their cumulative GPA or the GPA for courses listed on the degree plan falls below 3.000.

In the event a degree-seeking graduate student becomes scholastically deficient, he or she may be subject to one of the following actions, initiated by a recommendation from the Director of the Mays MBA Program or the Assistant or Associate Dean for Graduate Programs within the Mays Business School:

1. Permitted to continue in the program on scholastic probation. A student failing to attain a 3.000 GPA by the end of the next term may be dismissed from the program.
2. Immediate dismissal from the program due to the severity of their scholastic deficiency.

The Director of the Mays MBA Program or Assistant or Associate Dean for Graduate Programs will evaluate all scholastic probation students at the end of each of the program's terms and take appropriate action. When necessary, recommendations regarding the blocking of the student from further enrollment will be made to the Graduate and Professional School.

A student who withdraws or is dismissed from the Mays MBA Program may not reenter the program. An exception may be granted in the case of voluntary withdrawal in good academic standing with prior approval at the time of withdrawal from the Director of the Mays MBA Program or the Assistant or Associate Dean of Graduate Programs. A student who withdraws, or who is dismissed from the program, after the University deadline for refunds will not receive any refund of tuition and fees.

Please see the student handbook for additional academic standards, requirements, and processes.

## Foreign Languages

### On-Campus and Distance Education Degree Programs

No specific language requirement exists for the Master of Business Administration degree.

## Application for Degree

### On-Campus and Distance Education Degree Programs

For information on applying for your degree, please visit the Graduation (<https://catalog.tamu.edu/graduate/academic-expectations-general-degree-requirements/#degreerequirementstext>) section.