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http://twitter.com/unl_mba
University of Nebraska-Lincoln MBA Alumni and Students
MBA STUDENT YEAR-AT-A-GLANCE

FIRST-YEAR - FALL SEMESTER

Refer to the official academic calendar at: http://registrar.unl.edu/academic-calendar-0

August

• Start networking with classmates – MBASA is a great resource for getting to know people! Attend MBASA tailgates!
• Create a Husker Hire Link account at www.unl.edu/careers/hhl/
• Refer to the academic calendar for important drop, refund and payment dates, as well as university holidays. Found under the current student heading on www.unl.edu

September

• Last day to drop a class with a 100% refund – September 3
• Academic Integrity week is September 9 - 12. Visit www.unl.edu/gradstudies/current/integrity for more information.
• Make sure your tuition and fees are paid by the deadline of September 12.
• Begin preparing a draft resume.
• Schedule a one-on-one appointment with a Career Coach. Use this time to discuss strategies to help you learn more about the types of jobs, companies and industries you are interested in. Companies are beginning the search for Summer 2014 interns, so now is the time to have your resume and cover letter reviewed.
• Check Husker Hire Link for companies conducting fall on-campus interviews.
• Participate in the Practice Interview Day on September 16.
• Attend the Fall Career Fair September 24 - 26.

October

• Attend company information sessions held on-campus.
• Continue arranging internship interviews.
• Enjoy Fall Break! October 21 - 22.
• Make an appointment with your advisor to discuss appropriate spring courses. Registration for the spring semester begins October 28.

November

• Last day to drop a class – November 15. Prior to dropping a class, please discuss the impact with your advisor.
• Take advantage of on-campus interviews. Information can be found in Husker Hire Link.
• Enjoy Thanksgiving Break! November 28 - December 1

December

• Best of luck on your final exams! December 16 - 20
• Use the winter break to further research and narrow your career search. Research companies to which you would like to apply.
• Also use the winter break to work on fellowship applications. More information can be found on the funding opportunities link under the current students heading at www.unl.edu/gradstudies/
MBA STUDENT YEAR-AT-A-GLANCE

FIRST-YEAR - SPRING SEMESTER

Refer to the official academic calendar at:  http://registrar.unl.edu/academic-calendar-0

January
• Spring classes begin January 13, 2014.
• Last day to drop a class with a 100% refund – January 21
• Meet with a Career Coach to determine your internship search strategy and goals, as well as a system to help you keep track of all of the opportunities!
• Update your resume and tailor it to each individual position and company to which you apply. Check Husker Hire Link for companies conducting spring on-campus interviews.
• Discuss the possibility of summer study abroad opportunities with your advisor.

February
• Current Graduate Student Fellowship applications are due to Graduate Studies by February 1.
• Participate in the Practice Interview Day on February 3.
• Attend the Spring Career Fair on February 11 – 13 and begin arranging internship interviews.
• Make sure your tuition and fees are paid by the deadline of February 12.
• Participate in the Professional Networking Workshop on February 17.

March
• Make an appointment with your advisor to discuss summer and fall courses, as well as filing your Memorandum of Courses (MOC).
  Registration for summer begins March 17; fall registration begins March 31
• Continue arranging internship interviews.
• Begin applying for graduate assistantship positions for 2014-15.  Watch the MBA website as positions are continually added and deleted as positions are vacated and filled.  http://mba.unl.edu/benefits-and-costs/financial-assistance/  
• Consider running for an MBASA leadership position.
• Enjoy Spring Break!  March 23 - 30

April
• Participate in the Hire Big 10+ Virtual Career Fair April 8 – 10.
• Last day to drop a class – April 11.  Prior to dropping a class, please discuss the impact with your advisor.
• Continue working to secure and internship and/or graduate assistantship.
• Schedule a one-on-one appointment with a Career Coach to reassess and discuss any career planning and/or job search concerns.
• Participate in the MBASA golf tournament and network with alumni and business professionals.  Prior golf experience is not required!

May
• Best of luck on your final exams!  May 5 - 9
• Continue working to secure and internship and/or graduate assistantship.
• Summer pre-session and 8-week session courses begin May 19.

June/July
• Begin summer internship.
• Take summer classes (optional)
• Take some time to relax!
MBA CURRICULUM (48 CREDIT HOURS)

NOTE: There are some variances to the curriculum for students pursuing the joint JD/MBA and M.Arch/MBA programs. Please refer to the joint program section of this guide for more information.

PRE-REQUISITES

Pre-requisites must be completed within the first semester of the MBA program with a grade of C or better. Pre-requisites may also be taken as Pass/No Pass, but must be passed. Students cannot take GRBA811 or 812 until the pre-requisites are satisfactorily completed.

- Calculus – MATH104 or MATH106
- Statistics – ECON215 or STAT218
- Evidence of computer literacy.

CORE REQUIREMENTS (18 CREDIT HOURS)

These courses must be completed within the first 24 credit hours of study.

- GRBA810 – Contemporary Managerial Accounting
- GRBA811 – Managerial Finance
- GRBA812 – Managerial Economics
- GRBA813 – Applied Managerial Marketing
- GRBA814 – Organizational Behavior
- GRBA815 – Supply Chain Management Strategies

Some core requirements may be able to be waived if an approved, equivalent, senior-level course was taken in the student’s undergraduate program. UNL courses that will be considered in lieu of MBA core requirements:

- ACCT408 – Advanced Managerial Accounting may be substituted for GRBA810
- FINA461 – Advanced Finance may be substituted for GRBA811
- ECON311 and 312 – Intermediate Macro and Microeconomics may be substituted for GRBA812

Waivers will not be granted based on courses that were taken more than five years ago.
MBA CURRICULUM (continued)

CROSS-FUNCTIONAL REQUIREMENTS (12 CREDIT HOURS)

The intent of these courses is to draw on all areas of the core.

- GRBA851 - Business Analytics
- GRBA852 - International Business (or approved substitution from the list below)
- GRBA898 – Management Skills Seminar OR GRBA896 – Directed Readings or Research in Business: Communications Management

Students pursuing the Agribusiness specialization may substitute AECN896 - Strategic Issues in Food & Agribusiness for GRBA898.

- GRBA853 – Strategic Management and Business Policy (SEE NOTE BELOW)

International Business Approved Substitutions

- GRBA852 – International Business is a required cross-functional course. MBA students may substitute one of the following approved courses for this requirement:
  - ECON821 – International Trade
  - ECON822 – International Finance
  - ECON996 – Directed Readings: Single Market to Single Currency (offered via distance program only)
  - FINA850 – Multinational Financial Analysis
  - MRKT855 – Marketing and Globalization (offered via distance program only)
  - MNGT828 – Leadership in a Global Context

GRBA 853

This is the required capstone course. It takes the place of a comprehensive final exam. Therefore, it must be taken in the last semester of the MBA program or in the summer if you plan to graduate in December. If you take GRBA853 too early in your program, you will be required to retake it.

BREADTH REQUIREMENTS (9 CREDIT HOURS)

These 9 credit hours must come from three of the five interdepartmental business areas – accountancy, economics, finance, management and marketing. At least 6 of the 9 hours must be graduate-level only courses (800 or 900 level).

ELECTIVES (9 CREDIT HOURS)

Electives may be taken from any of the five interdepartmental business areas. Credit hours earned through internships count toward elective hours. Alternatively, elective courses may be taken outside the College of Business Administration if pre-approved by your advisor. At least 3 of the 9 hours must be graduate-level only (800 or 900 level).

GRBA098 - MBA ASSESSMENT (0 CREDIT HOURS)

This is required of all graduating MBA students for assessment data collection. To fulfill the requirements for GRBA098, students will be required to successfully complete and pass the Major Field Test (a nationally normed exit exam), the MBA program exit survey, and an employment survey.

INTERNSHIPS

Internships are expected for students with little previous full-time work experience. Students can participate in a maximum of 2 different internship experiences of 3 credit hours each. A maximum of 6 credit hours of internship credit can be applied toward electives. The internship course (GRBA890) can be taken for a grade or as pass/no-pass. All interested MBA students are encouraged to take advantage of internship opportunities. Please contact Jeannine Berge at 472-7272 or jberge2@unl.edu for more information.

SPECIALIZATIONS

MBA students may be able to structure their breadth requirements and electives into a specialization. A specialization requires 9 credit hours, 6 of which must be graduate-level only (800 or 900 level). Please see your advisor for more information.
JOINT JD/MBA

Up to 15 hours of law courses may be used toward the 48 hours required for the MBA degree. The remaining 33 hours must be CBA courses.

IMPORTANT NOTES:
- For law courses that will count toward the MBA degree, students must register for the “G” course.
- Students must complete the first year curriculum at the College of Law, after which, they are free to take both law and business courses.
- Students in the joint JD/MBA program must receive at least a grade of B in each course taken from the College of Business Administration.

PRE-REQUISITES

Pre-requisites must be completed within the first semester of the MBA program with a grade of C or better.

- Calculus – MATH104 or MATH106
- Statistics – ECON215 or STAT218
- Evidence of computer literacy.

CORE REQUIREMENTS (18 CREDIT HOURS)

These courses must be completed within the first 24 credit hours of study.

- GRBA810 – Contemporary Managerial Accounting
- GRBA811 – Managerial Finance
- GRBA812 – Managerial Economics
- GRBA813 – Applied Managerial Marketing
- GRBA814 – Organizational Behavior
- GRBA815 – Supply Chain Management Strategies

Some core requirements may be able to be waived if an approved, equivalent, senior-level course was taken in the student’s undergraduate program. UNL courses that will be considered in lieu of MBA core requirements:

- ACCT408 – Advanced Managerial Accounting may be substituted for GRBA810
- FINA461 – Advanced Finance may be substituted for GRBA811
- ECON311 and 312 – Intermediate Macro and Microeconomics may be substituted for GRBA812

Waivers will not be granted based on courses that were taken more than five years ago.
JOINT JD/MBA (continued)

CROSS-FUNCTIONAL REQUIREMENTS (12 CREDIT HOURS)

The intent of these courses is to draw on all areas of the core.

- GRBA851 – Business Analytics
- GRBA852 – International Business (or approved substitution from the list below)
- GRBA853 – Strategic Management and Business Policy (This is the required capstone course that will be taken in the last or next to last semester.)

An upper-level professional skills course in place of GRBA 898 or GRBA896:
- LAW 610G - Appellate Advocacy
- LAW 648G - Business Planning
- LAW 617G - Construction Practice
- LAW 635G - Family Law Practice
- LAW 696G - Client Interviewing and Counseling
- LAW 710G - Mediation
- LAW 720G - Advocacy in Mediation
- LAW 733G - Advanced Legal Research
- LAW 740G - Negotiations
- LAW 741G - Pretrial Litigation
- LAW 761G - Trial Advocacy
- LAW 782G - Advanced Trial Advocacy
- LAW 792G - Externship (if approved by the Law School Dean)
- LAW 798G - Civil Clinic
- LAW 799G - Criminal Clinic

International Business Approved Substitutions

- GRBA852 - International Business is a required cross-functional course. MBA students may substitute one of the following approved courses for this requirement:
  - ECON821 – International Trade
  - ECON822 – International Finance
  - ECON996 – Directed Readings: Single Market and Beyond (offered via distance program only)
  - FINA850 – Multinational Financial Analysis
  - MRKT855 – Marketing and Globalization (offered via distance program only)
  - MNGT828 – Leadership in a Global Context

BREADTH REQUIREMENTS (9 CREDIT HOURS)

These 9 credit hours must come from three of the five interdepartmental business areas – accountancy, economics, finance, management and marketing. At least 6 of the 9 hours must be graduate-level only courses (800 or 900 level). Three hours may be a course which is cross-listed with a business department and law. A few options are listed on the next page. Consult the class schedule for additional options.
CROSS-LISTED LAW/BUSINESS COURSES

ACCT818/LAW618G – Taxation: Farm and Ranch
ACCT837/LAW637G – Taxation: Individual Income
ACCT828/LAW683G – Taxation: Corporate
ACCT848/LAW648G – Business Planning
ACCT863/LAW663G – Taxation: Individual Income II
ACCT945/LAW745G – Partnership Taxation
ACCT967/LAW767G – Estate Planning
ACCT968/LAW768G – Estate Planning Problems
ACCT969/LAW769G – Tax Policy Seminar
ECON814/LAW783G – Insurance Law
ECON827/LAW699G – Land Use Planning
ECON828/LAW628G – Antitrust and Trade Regulation
ECON829/LAW645G – Unfair Competition
ECON830/LAW793G – Products Liability Seminar
ECON880/LAW753G – Labor Law
ECON886/LAW633G – Administrative Law

ELECTIVES (9 CREDIT HOURS)

LAW501G – Contracts I
LAW502G – Contracts II
LAW503G – Torts I

GRBA098 - MBA ASSESSMENT (0 CREDIT HOURS)

This is required of all graduating MBA students for assessment data collection. To fulfill the requirements for GRBA098, students will be required to successfully complete and pass the Major Field Test (a nationally normed exit exam), the MBA program exit survey, and an employment survey.

MEMORANDUM OF COURSES

If a student completed Law courses that will count toward the MBA degree requirements prior to admission to the MBA, these courses should not be listed on the Memorandum of Courses (MOC) filed with Graduate Studies. If a student takes Law courses that count toward the MBA degree requirements after admission to the MBA, the student should enroll in the “G” section of the Law course and it should be listed on the MOC.

CONFERRAL OF DEGREES

Students enrolled in the joint JD/MBA program will normally receive a JD degree only after the student satisfies the joint degree program requirements for both the JD and MBA degrees. Students must file a separate application for each degree.
**JOINT MBA/MASTER’S in ARCHITECTURE**

This joint program requires 68 credit hours – 36 hours from Architecture + 33 hours of MBA courses.

NOTE: For Architecture courses that will count toward the MBA degree, students must register for the 800 or 900 level graduate course – NOT the 500 or 600 level ARCH course.

**PRE-REQUISITES**

Pre-requisites must be completed within the first semester of the MBA program with a grade of C or better.

- Calculus – MATH104 or MATH106
- Statistics – ECON215 or STAT218
- Evidence of computer literacy.

**CORE REQUIREMENTS (18 CREDIT HOURS)**

These courses must be completed within the first 24 credit hours of study.

- GRBA810 – Contemporary Managerial Accounting
- GRBA811 – Managerial Finance
- GRBA812 – Managerial Economics
- GRBA813 – Applied Managerial Marketing
- GRBA814 – Organizational Behavior
- GRBA815 – Supply Chain Management Strategies

Some core requirements **may be able to be waived if an approved, equivalent, senior-level course was taken in the student’s undergraduate program.** UNL courses that will be considered in lieu of MBA core requirements:

- ACCT408 – Advanced Managerial Accounting may be substituted for GRBA810
- FINA461 – Advanced Finance may be substituted for GRBA811
- ECON311 and 312 – Intermediate Macro and Microeconomics may be substituted for GRBA812

**Waivers will not be granted based on courses that were taken more than five years ago.**
CROSS-FUNCTIONAL REQUIREMENTS (12 CREDIT HOURS)

The intent of these courses is to draw on all areas of the core.

- GRBA851 – Business Analytics
- GRBA852 – International Business (or approved substitution from the list below)
- GRBA853 – Strategic Management and Business Policy (This is the required capstone course that will be taken in the last or next to last semester.)
- ARCH880 - Professional Practice (taken in place of GRBA898 or GRBA896)

International Business Approved Substitutions

- GRBA852 – International Business is a required cross-functional course. MBA students may substitute one of the following approved courses for this requirement:
  - ECON821 – International Trade
  - ECON822 – International Finance
  - ECON996 – Directed Readings: Single Market to Single Currency (offered via distance program only)
  - FINA850 – Multinational Financial Analysis
  - MRKT855 – Marketing and Globalization (offered via distance program only)
  - MNGT828 – Leadership in a Global Context

BREADTH REQUIREMENTS (6 CREDIT HOURS)

These 9 credit hours must come from three of the five interdepartmental business areas – accountancy, economics, finance, management and marketing.

ELECTIVES (9 CREDIT HOURS)

Must be ARCH electives chosen in consultation with your ARCH advisor.

GRBA098 - MBA ASSESSMENT (0 CREDIT HOURS)

This is required of all graduating MBA students for assessment data collection. To fulfill the requirements for GRBA098, students will be required to successfully complete and pass the Major Field Test (a nationally normed exit exam), the MBA program exit survey, and an employment survey.
GRBA COURSE DESCRIPTIONS

CORE REQUIREMENTS

GRBA810 – Contemporary Managerial Accounting
Internal accounting as a tool to generate information for managerial planning and control. Problems and case material used to review basic financial accounting, to develop operational understanding of elementary cost systems, capital and operating budgeting concepts, incremental analysis, transfer pricing, performance evaluation, and other selected quantitative techniques available to assist management in the performance of the planning and control functions.

GRBA811 – Managerial Finance
A case course designed to meet the financial core requirement in the MBA program. Application of financial theory to business problems. Financial statement analysis, working capital management, capital structure planning, cost of capital, and capital expenditure analysis.

GRBA812 – Managerial Economics
Applies economics to problems faced by managers in both the private and public sector. Consideration is given to the impact of the economic environment on decisions made by the firm including the effects of legal, regulatory and social constraints. Internal allocation of resources in organizations from an economic perspective. Economic tools that aid managers, including statistical analysis, are applied to practical decisions.

GRBA813- Managerial Marketing
Mixture of case discussions, readings, lectures, plus written and oral assignments. Development of analytical and decision making skills, and an understanding of the market forces which influence those decisions. Major emphasis on the decision areas of product, distribution, personal selling, advertising and pricing, as well as on the development of integrated marketing programs. Social, ethical, and global issues.

GRBA814 – Applied Organizational Behavior
Critical behavioral science theories that contribute to the effective management of human behavior in organizations. Conceptual frameworks that help diagnose and explain the potential for common interpersonal problems. These models serve as the foundation for student efforts to develop behavioral skills and intervention techniques that promote effective individual and team activity leading to positive managerial experiences. Communication, power and influence, conflict management, and perception.

GRBA815 – Supply Chain Management Strategies
Strategic implications for the management and coordination of supply chains, including both internal and external operations and the information systems necessary for support. Relationships between operations and information systems and other functional areas of organizations, e.g., accounting, marketing, finance, and engineering/R&D are evaluated, along with relationships with other organizations in the supply chain, are emphasized.
GRBA COURSE DESCRIPTIONS (continued)

CROSS-FUNCTIONAL REQUIREMENTS

GRBA851 – Business Analytics
Broad understanding and knowledge of important business analytic topics and how they can be used to support decision making in all business areas, government, education, and agriculture. Technical procedures used to describe, predict and prescribe data into information for decision making. Data exploration and how it results in a sequence of descriptive, predictive and prescriptive processes to result in unique and new information on which decisions can be made.

GRBA852 – International Business
Reconsideration of marketing, management, accounting, and financial concepts within and between foreign environments. Understanding of alternative cultural, economic, and political systems which affect the operations of business firms. Attention to functional business decision making.

GRBA853 – Strategic Management and Business Policy
This is the required capstone course that is to be taken in the last semester of the program. Development and implementation of corporate strategies and policies. Interrelationships between the external and internal environments of the organization (including functional areas) are stressed through identification, analysis, and implementation of solutions to strategic situations facing varying types of organizations. Policy cases, live cases/industry analyses, and an executive-level simulation game. Bridging the gap between management theory and practice.

GRBA898 – Managerial Skills Seminar
Seminar in current topics in business. Topical issues such as diversity, ethics, leadership, business communication, etc. New topics announced prior to each term in which the course is being offered.
MBA COURSE SCHEDULE

Below is a sample of typical elective offerings for the on-campus program, as well as the semesters in which MBA courses are typically offered. This list is not exhaustive. Please refer to MyRed for the most up-to-date information. Course offerings and semesters in which they are offered are subject to change without notice. The distance program course schedule can be accessed at: http://mba.unl.edu/program-information/course-schedules/

**GRBA Courses (Core and Cross-functional Requirements)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRBA810 – Contemporary Managerial Accounting</td>
<td>Fall</td>
</tr>
<tr>
<td>GRBA811 – Managerial Finance</td>
<td>Fall, Summer</td>
</tr>
<tr>
<td>GRBA812 – Managerial Economics</td>
<td>Spring</td>
</tr>
<tr>
<td>GRBA813 – Managerial Marketing</td>
<td>Spring, Summer</td>
</tr>
<tr>
<td>GRBA814 – Applied Organizational Behavior</td>
<td>Spring, Summer</td>
</tr>
<tr>
<td>GRBA815 – Supply Chain Management Strategies</td>
<td>Spring</td>
</tr>
<tr>
<td>GRBA851 – Business Analytics</td>
<td>Fall, Summer</td>
</tr>
<tr>
<td>GRBA852 – International Business</td>
<td>Fall</td>
</tr>
<tr>
<td>GRBA853 – Strategic Management &amp; Business Policy</td>
<td>Spring, Summer</td>
</tr>
<tr>
<td>GRBA896 – Directed Readings: Communications Management</td>
<td>Fall</td>
</tr>
<tr>
<td>GRBA898 – Managerial Skills Seminar</td>
<td>Spring</td>
</tr>
</tbody>
</table>

**Breadth and Elective Courses**

**ACCOUNTING**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT805 – Financial Accounting</td>
<td>Spring (online only)</td>
</tr>
<tr>
<td>ACCT412/812 – Federal Tax Accounting</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>ACCT817 - Income Tax &amp; Management Decisions</td>
<td>Spring (online only)</td>
</tr>
<tr>
<td>ACCT888 - Financial Statement Analysis</td>
<td>Fall (online only)</td>
</tr>
</tbody>
</table>

**ECONOMICS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON421/821 – International Trade</td>
<td>Fall</td>
</tr>
<tr>
<td>ECON822 – International Finance</td>
<td>Spring</td>
</tr>
<tr>
<td>ECON826 - Government Intervention in Markets</td>
<td>Fall</td>
</tr>
<tr>
<td>ECON829 – Unfair Competition</td>
<td>Fall</td>
</tr>
<tr>
<td>ECON472/872 – Efficiency in Government</td>
<td>Fall, Spring</td>
</tr>
</tbody>
</table>
# MBA COURSE SCHEDULE

**Breadth and Elective Courses (continued)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FINANCE</strong></td>
<td></td>
</tr>
<tr>
<td>FINA412/812 – Life Insurance</td>
<td>Fall</td>
</tr>
<tr>
<td>FINA438/838 – Risk Management</td>
<td>Spring</td>
</tr>
<tr>
<td>FINA850 – Multinational Financial Analysis</td>
<td>Spring</td>
</tr>
<tr>
<td>FINA855 Capital Markets and Financial Institutions</td>
<td>Fall (online only)</td>
</tr>
<tr>
<td>FINA862 – Security Valuation &amp; The Buffett Investment Method</td>
<td>Fall</td>
</tr>
<tr>
<td>FINA863 – Portfolio Management</td>
<td>Fall (online only)</td>
</tr>
<tr>
<td>FINA465/865 – Bank Management</td>
<td>Fall, Spring</td>
</tr>
<tr>
<td>FINA867 – Options, Futures and Derivative Securities</td>
<td>Spring</td>
</tr>
<tr>
<td>FINA482/882 – Real Estate Finance</td>
<td>Fall, Spring</td>
</tr>
<tr>
<td><strong>MANAGEMENT</strong></td>
<td></td>
</tr>
<tr>
<td>MNGT411/811 – Leading People &amp; Projects</td>
<td>Fall</td>
</tr>
<tr>
<td>MNGT821 – Initiating &amp; Managing Entrepreneurial Growth</td>
<td>Fall</td>
</tr>
<tr>
<td>MNGT823 – Business Plan Development &amp; Decision Making</td>
<td>Spring</td>
</tr>
<tr>
<td>MNGT828 – Leadership in a Global Context</td>
<td>Spring (online only)</td>
</tr>
<tr>
<td>MNGT858 – Electronic Business</td>
<td>Spring</td>
</tr>
<tr>
<td>MNGT459/859 – Global Information Systems</td>
<td>Fall</td>
</tr>
<tr>
<td>MNGT861 – Strategic Human Resource Management</td>
<td>Spring</td>
</tr>
<tr>
<td>MNGT864 – Talent Acquisition</td>
<td>Spring</td>
</tr>
<tr>
<td>MNGT466/866 – Regulatory Environment for Employment and Labor</td>
<td>Fall</td>
</tr>
<tr>
<td>(Students can take this course for MNGT or ECON credit; cross-listed with ECON485/885.)</td>
<td></td>
</tr>
<tr>
<td><strong>MARKETING</strong></td>
<td></td>
</tr>
<tr>
<td>MRKT821 – Applied Marketing Research</td>
<td>Spring</td>
</tr>
<tr>
<td>MRKT822 – Survey of Buyer Behavior</td>
<td>Fall</td>
</tr>
<tr>
<td>MRKT826 - Service Marketing</td>
<td>Spring (online only)</td>
</tr>
<tr>
<td>MRKT830 – Issues in Marketing Communication</td>
<td>Spring</td>
</tr>
<tr>
<td>MRKT835 – Marketing Channels &amp; Distribution</td>
<td>Fall</td>
</tr>
<tr>
<td>MRKT855 – Marketing &amp; Globalization</td>
<td>Fall (online only)</td>
</tr>
<tr>
<td>MRKT898 – Special Topics</td>
<td>Fall</td>
</tr>
</tbody>
</table>
PROGRAM OF STUDY - SAMPLE

(Fall start - No summer classes)

1st SEMESTER - FALL
- GRBA810 – Contemporary Managerial Accounting
- GRBA811 – Managerial Finance
- GRBA813 – Managerial Marketing
- GRBA852 – International Business

2nd SEMESTER - SPRING
- GRBA812 - Managerial Economics
- GRBA814 - Applied Organizational Behavior
- GRBA815 - Supply Chain Management Strategies
- GRBA898 - Management Skills Seminar

3rd SEMESTER - FALL
- GRBA851 – Business Analytics
- Breadth

4th SEMESTER - SPRING
- Elective

(Fall start - With summer classes)

1st SEMESTER - FALL
- GRBA810 – Contemporary Managerial Accounting
- GRBA811 – Managerial Finance
- GRBA813 – Managerial Marketing

2nd SEMESTER - SPRING
- GRBA812 – Managerial Economics
- GRBA815 – Supply Chain Management Strategies
- GRBA898 - Managerial Skills Seminar

3rd SEMESTER - SUMMER
- GRBA851 – Business Analytics
- GRBA814 - Applied Organizational Behavior

4th SEMESTER - FALL
- GRBA852 – International Business
- Breadth

5th SEMESTER - SPRING
- Elective

6th SEMESTER - SUMMER
- GRBA853 – Strategic Management and Business Policy
- Elective
# MBA Program Planning Sheet

*This sheet is for planning purposes only and is unofficial.* An official Memorandum of Courses must be submitted to the Office of Graduate Studies prior to completion of half of the program (24 credit hours.) Please work with an MBA advisor when completing the official memorandum of courses.

**Pre-requisites** (Must be completed with a C or better and prior to, or within, the first semester of the program.)

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Calculus</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Statistics</td>
<td></td>
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</tr>
</tbody>
</table>

**Core Requirements (18 credit hours)**
Must be completed within the first 24 hours of study. With advisor approval, some core MBA requirements may be waived based on business classes taken during the undergraduate degree program and within five years of enrolling in the MBA program. Students waiving more than 12 credit hours must take graduate business elective hours to meet a minimum of 36 credit hours for the MBA degree.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>GRBA810: Contemporary Managerial Accounting</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA811: Managerial Finance</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA812: Managerial Economics</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA813: Applied Managerial Marketing</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA814: Organizational Behavior</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA815: Supply Chain Management Strategies</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Cross-Functional Requirements (12 credit hours)**
Students should not register for GRBA851 and 852 until all core requirements above have been completed.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>GRBA851: Business Analytics</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA852: International Business or approved international business related course</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA853: Strategic Management and Business Policy (Must be taken in the last semester of the program.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GRBA898: Management Skills Seminar</td>
<td></td>
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</tr>
</tbody>
</table>

**Specializations (9 credit hours)**
Specializations are optional. If you choose to pursue a specialization, the 9 credit hours can be spread over the breadth and elective sections. 6 of the 9 credit hours must be graduate-level credit only.

**Breadth Requirements (9 credit hours)**
Must be taken from 3 of the 5 business areas. At least 6 of the 9 credit hours must be graduate level only.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
<th>Specialization</th>
<th>Graduate Only</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
</table>

**Electives (9 credit hours)**
Electives may be taken outside CBA, but at least one course must be graduate-level credit only.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Course</th>
<th>Specialization</th>
<th>Graduate Only</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
</table>
MEMORANDUM OF COURSES

WHAT’S A MOC?
The memorandum of course is your program of study. It should be submitted to your advisor before you have completed your 25th credit hour. You will not be considered a candidate for the master’s degree until your MOC has been approved by your MBA advisor, who will then file it with Graduate Studies.

INSTRUCTIONS

1. The Memorandum of Courses (MOC) can be found on the MBA website:
   http://mba.unl.edu/students/current
2. A sample MBA MOC is illustrated on the following page.
3. If you were admitted provisionally due to having deficiencies (i.e. had not met the pre-requisites of calculus and statistics), list the pre-requisites under “Courses to Remove Deficiencies” and indicate the grade you received. You must receive a C or better.
4. List the required courses (core and cross-functional) under “Major Courses.”
5. List the breadth requirements under “Minor and/or Related Courses.” Must be 3 courses from 3 different business areas: ACCT, ECON, FINA, MNGT, MRKT. Two of the courses must be graduate-level only (800 or 900 level.)
6. List electives under “Minor and/or Related Courses.” One of these three courses must be graduate-level only (800 or 900 level.) Be sure to choose your electives in consultation with your advisor.
7. If you have approved transfer credits, they should be substituted for core and cross-functional courses or elective courses. Work with your advisor on how these courses fit into your program.
8. The MOC must be filed prior to completion of half of your program (24 credit hours.) For full-time students, filing in the last month of your second semester is ideal.
9. E-mail the completed MOC to your advisor, who will then file it with Graduate Studies once it has been approved.
10. Your MOC is used by the Graduate Studies office to approve you for graduation. If you need to take a course other than what is listed on your MOC, discuss the course with your advisor to see if it will work in your program plan. Your advisor will then file the change with the Graduate Studies office.
Memorandum of Courses
For the Master’s Degree | Office of Graduate Studies | University of Nebraska-Lincoln

INSTRUCTIONS
Submit completed form to the Office of Graduate Studies before the completion of no more than one-half of the program. The Memorandum is required for candidacy for the master’s degree. A student may not file a Memorandum of Courses and graduate in the same semester or summer session.

STUDENT AND PROGRAM INFORMATION

Full Name ____________________________ NU ID Number ____________________________
Mailing Address ____________________________ Date ____________________________ Institution ____________________________
Previous Degree ____________________________
Applies for admission to candidacy for the degree of □ MA □ MAE □ MAG □ MArch □ MAT □ MBA □ MCMP □ MEd □ MEng □ MFA □ MLS □ MM □ MPA □ MPE □ MS □ MSST □ MIST
Option □ I □ II □ III Major Business Minor ____________________________
Specialization (if applicable) ____________________________

COURSES
The student will list below, on consultation with the major adviser and with the approval of the minor department(s), a detailed program showing the proposed course of study for the Masters Degree. In the block marked “Courses to Remove Deficiencies” list those undergraduate (or graduate) courses taken to remove deficiencies and as prerequisites to graduate work. Following its approval, changes in the program will be made only on written recommendation of the major department (or of both the major and minor departments if the change affects the minor).

COURSES TO REMOVE DEFICIENCIES

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Title</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH</td>
<td>104</td>
<td>Calculus</td>
<td>3</td>
<td>B+</td>
</tr>
<tr>
<td>ECON</td>
<td>215</td>
<td>Statistics</td>
<td>3</td>
<td>A-</td>
</tr>
</tbody>
</table>

Qualifying Exam(s) passed: ____________________________

PROPOSED PROGRAM OF STUDIES

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Title</th>
<th>Credits</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRBA</td>
<td>810</td>
<td>Contemp Managerial Acct</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>811</td>
<td>Managerial Finance</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>812</td>
<td>Managerial Economics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>813</td>
<td>Managerial Marketing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>814</td>
<td>Applied Organizational Behavior</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>815</td>
<td>Supply Chain Management Strategies</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>851</td>
<td>Business Analytics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>852</td>
<td>Inf/Bus or approved substitution</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>808</td>
<td>Managerial Skills Seminar</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>853</td>
<td>Strat Mang &amp; Business Policy</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GRBA</td>
<td>208</td>
<td>MBA Assessment</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

Topic or Field of Thesis: ____________________________

APPROVAL OF THIS PROGRAM

Signature: Major Advisor ____________________________ Date ____________________________
Signature: Member, Graduate Committee Minor Dept. ____________________________ Date ____________________________
Signature: Chair, Graduate Committee Major Dept. ____________________________ Date ____________________________
Signature: Dean of Graduate Studies ____________________________ Date ____________________________
EXPECTATIONS & POLICIES

WHAT CAN YOU EXPECT FROM YOUR MBA?
In the MBA program, you will learn the basics of business management. Your studies will combine the latest in academic theories with pragmatic concepts, hands-on experience and real-world solutions. Our goal is to equip you with broad expertise you need to be managers.

WHAT DO WE EXPECT FROM YOU?
You are expected to go into classes with an open mind. Realize that you are in school to learn from both your professors and your classmates. Focus on the areas that you are most unfamiliar with and challenge yourself to obtain a working knowledge of that material. You should ascertain your own most effective learning style and design routines and study regimens that best fit your style. Find a group of friends/colleagues right away; collaboration is the key to succeeding and staying healthy through one of the most demanding experiences you will ever have.

TEAMWORK
In the MBA program, you will often be asked to work in groups or on teams. Learn to leverage your team and distribute the work according to people’s relative skill sets. Get to know your classmates well. Understand their time and personal constraints, set expectations early and contribute as much as possible. Working with your classmates in teams can be the most valuable part of your MBA experience, so give your teams the time and energy they deserve.

DO MORE THAN ATTEND CLASS; THRIVE!
Get the most benefit from your MBA experience by participating in events and activities. Be active in the MBA Student Association, attend college guest speaker events and networking events, and participate in business case competitions. Use graduate business school as a means to make contacts that will later benefit you in the business world.

GRADE POLICY

• MBA students must earn a minimum 3.0 grade point average each semester.
• A minimum grade of C is required in graduate-only classes (*800 or 900-level classes).
  A grade of C- is not acceptable.
• A minimum grade of B is required in 800-level courses with a 400-level counterpart.
  A grade of B- is not acceptable.
• Courses may not be taken Pass/No Pass, with the exception of GRBA890 - Internship.

ACADEMIC INTEGRITY
Please be aware that plagiarism in any form, however minor, is a violation of the UNL Student Code of Conduct, section 4.2.a.3, which defines plagiarism as: “Presenting the work of another as one’s own (i.e., without proper acknowledgment of the source) and submitting examinations, theses, reports, speeches, drawings, laboratory notes or other academic work in whole or in part as one’s own when such work has been prepared by another person or copied from another person.”
Graduate students are held to a “zero tolerance” standard for all aspects of the Student Code of Conduct, including plagiarism. The most common sanction for graduate students who engage in plagiarism is suspension or expulsion. - University of Nebraska-Lincoln, Graduate Studies Policy
For more information, please refer to http://www.unl.edu/gradstudies/current/plagiarism

This is not a comprehensive list of graduate policies. For a complete list of graduate policies, consult the Graduate Bulletin online at http://bulletin.unl.edu or direct your inquiries to CBA Graduate Advising.
RESOURCES

COMPUTERS
The Coe Computer Center, located in CBA18, offers the latest software that MBA students need. Consultants are on hand to answer questions and training is provided. Students can access email at various sites in the CBA building. The building has a complete wireless system.

FELLOWSHIPS & ASSISTANTSHIPS
Information can be found here:
• www.mba.unl.edu - found under the Benefits and Costs heading
• www.unl.edu/gradstudies - found under the Current Students heading

GRADUATE ADVISING
The Graduate Advising office guides students throughout their MBA program. The office hosts open houses, handles admissions, conducts orientation, oversees the MBA curriculum and course offerings, coordinates the MBA course registrations and advises the MBA Student Association. Graduate Advising is open year round to serve both prospective and current students. Appointments are appreciated.

HEALTH SERVICES
Health insurance is available to all students. The Health Center clinical services include primary medical care, access to specialist evaluations, counseling and psychological services, dental care, and physical therapy. For information about health coverage, visit http://www.unl.edu/health/

HOUSING
Lincoln offers a wide variety of affordable housing. Students who prefer to live on campus can visit the housing website at: http://housing.unl.edu

PARKING
A parking permit is required to park on campus, with the exception of metered areas. To purchase a permit, visit http://parking.unl.edu/permits

MBA LOUNGE
The MBA student lounge is available exclusively to current MBA students through NCard access. The lounge provides study areas and a mock presentation work space.

LIBRARY & RESEARCH FACILITIES
Love Library may only be steps away from MBA classes, but the website: http://libraries.unl.edu/ and its rich collection of online resources, is available 24/7 from anywhere in the world. You can chat live online with librarians, use business databases such as Business Source Premier, Lexis Nexis and EconLIT. Thousands of electronic journals and books, including a number of business resources are at your finger tips. You can also consult with two librarians who specialize in business research. They are Bob Bolin, business librarian (402-472-4418; rbolin2@unl.edu) and Suping Lu, economics librarian (402-472-3159; slu1@unl.edu).

NCARD
The NCard is your UNL Student ID. Among other things, it grants you access to the MBA Student Lounge. You may obtain an NCard in room 121 of the City Union. You will need to show a government issued photo ID. A $20 NCard fee will be charged to your student account.

STUDENT ASSOCIATION
UNL’s MBA Student Association is an elected student group that aims to enrich the business education of Nebraska MBA Students. It aims to foster continual development of the program through an emphasis on both networking and academic participation. Events such as football tailgates, golf tournaments and bi-weekly outings are used to bring the MBA student body together and build meaningful, long-term connections. MBASA also encourages participation in case competitions to provide students with valuable experience as they apply lessons learned in the classroom to a competitive setting. With Nebraska’s entry into the academically prestigious Big Ten Conference and a new building on the horizon, this is an exciting time for the program and its students. The MBASA hopes to build on that excitement by helping students graduate with the tools and connections they need to be successful in an ever-changing business environment.

STUDENT BUSINESS CARDS
You may order and purchase student business cards from UNL Printing Services. They are great for interviews, meetings, networking and career fairs. There are five styles to choose from. Order online at http://printing.unl.edu/students/
YOUR CAREER

The University of Nebraska-Lincoln’s MBA Program will increase your knowledge, enhance your skills, expand your horizons – and advance your career. Career coaching is an important component of your MBA experience. The career coaches in Career Services at CBA (CBA 138) work collaboratively with MBA students to refine career goals and develop strategies and skills needed to achieve them. In addition to the career coaches, MBA students have the extra benefit of career-related assistance from University Career Services (NU 230). We offer recruiting opportunities for both internships and postgraduate jobs, but it is more than just helping you secure a position. Our individualized coaching will support you every step of the way, so that you can design and direct your professional success and enjoy a lifetime of career satisfaction. Our services include:

Career Preparation

- Career assessments to identify and refine your interests, skills, values and ideal work environment
- Coaching specific to your individual needs, including identifying your career goals, developing a job search strategy, positioning yourself in the marketplace, writing résumés and cover letters, preparing for an interview and negotiating offers
- Résumé and cover letter reviews that help you customize your application materials to the jobs, industries and companies for which you are applying
- Interview preparation through in-person, phone and Skype practice interviews with a recruiter or career coach, and web-based interview simulations

Connections to Recruiters

- Husker Hire Link, UNL’s free on-line job search system connecting students and alumni with employers
- Employer in Residence Program, a showcase of a different employer each week involving multiple interactions with MBA students, such as a booth in the CBA atrium, information sessions, résumé critiques, practice interviews and/or classroom involvement
- Career fairs every fall and spring that bring over 500 companies from various industries to UNL’s campus, plus several Big Ten in-person and virtual career fair opportunities
- Customized programming involving employers based on MBA students’ and recruiters’ needs
- Regular communication regarding internship, job and recruiting opportunities via email and social media

As an MBA student in a competitive business environment, you can count on a strong team at Career Services at CBA, in addition to University Career Services, as partners committed to your career success.

Career Services at CBA
CBA 138  
www.cba.unl.edu/careers  
402.472.7272  
cbacareerservices@unl.edu

Career Services 
NU 230  
www.unl.edu/careers  
402.472.3145  
careerservices@unl.edu