



MBA EXEMPTION GUIDELINES

Please review the following guidelines if you wish to be considered for exemption from any part of the Foundation Core requirements based on your previous academic and professional background. If you believe you meet the criteria stated below for exemption from one or more Foundation Core courses please submit a written [Request for Course Exemption](#) to the director of the MBA program. The request for exemption must be made prior to registration for the Foundation Core Course. Once registered for a course, no exemptions will be allowed for either previous coursework or through credit by examination.

Your request must identify the Penn State Behrend MBA Foundation Core course from which you are requesting an exemption and the specific course or courses you previously completed that you believe qualify you for an exemption. Baccalaureate degree requirements must have been completed no more than seven years prior to your admission to degree status with a grade of B or higher in relevant courses. Additional time may be granted beyond seven years by the MBA director if you have maintained currency of knowledge thorough relevant continuing professional education and ongoing work experience in an area relevant to course subject matter.

Please identify which specific course or courses you have completed that relate to each of the specific topics associated with the Foundation Core requirements. Attach supporting documentation such as appropriate course descriptions and/or syllabi to your request. Course descriptions and syllabi are not required for courses completed at Penn State.

The exemption requirements for each Foundation Core course are listed below.

Requirements for B ADM 500: Business, Government and Society – 3 credits

A minimum of 3 credits of coursework at the undergraduate or graduate level is required that includes coverage of the following topics related to the environment of business organizations: corporate social responsibility; global business issues; regulatory/legal issues; technological issues; natural environment issues; human resource issues; stakeholders; corporate governance; and ethics.

Penn State course equivalent: BA 243

Requirements for B ADM 501: Costs, Competition, and Market Performance – 6 credits

A minimum total of 9 credits of coursework at the undergraduate or graduate level are required including at least 3 credits in each of the following areas: accounting, economics, and finance. The 3 credits of required coursework in accounting should include coverage of: the social, economic and political context, of financial reporting; accounting methods and GAAP; financial statements; balance sheet and income statement issues and methods; and analyzing financial statements. The 3 credits of required coursework in economics should include coverage of: managerial decision making; demand, supply, revenue, and elasticity; production process and costs; industry analysis; entry and exit conditions; pricing strategies for firms with market power; and the economics of information. The 3 credits of required coursework in finance should include coverage of: shareholder wealth and agency; markets and instruments; ratio analysis; time value of money; valuation of stocks and bonds; and capital budgeting.

Penn State course equivalents: ACNTG 211, ECON 002 or 004, and FNC 300, FIN 301 or B A 301.

Requirements for B ADM 502: Demand, Operations, and Firm Performance – 6 credits

A minimum total of 9 credits of coursework at the undergraduate or graduate level are required including at least 3 credits in each of the following areas: management, marketing and operations management. The 3 credits of required coursework in management should include coverage of: perception and attitudes; personality; motivation; groups and teambuilding; leadership; and organizational change. The 3 credits of required coursework in marketing should include coverage of: product; place; promotion; price; segmentation; and marketing research. The 3 credits of required coursework in operations management should include coverage of: product service design; quality management; process analysis; supply chain channels; managing operations functions; and theory of constraints.

Penn State course equivalents: MANGT 300, MRKTG 300, MANGT 310, B A 302, B A 303, B A 304, OISM 479, MGMT 301, MKTG 301.

Requirements for B ADM 503: Integrated Business Analysis – 3 credits

A minimum of 3 credits in statistics and other course work in quantitative methods at the undergraduate or graduate level is required that should include coverage of: descriptive and inferential statistics; probability and probability distributions; sampling distributions and confidence intervals; hypothesis testing; simple linear regression; analysis of variance; cost estimation; decision theory; forecasting and time series analysis; time value of money; net present value; reliability and validity of selection and performance measures; environmental analysis; consumer survey analysis; frequency of product usage and attitudes; and statistical applications in quality and productivity management.

Penn State course equivalent: MS&IS 200 or STAT 200

Credit by Examination

If you believe you have acquired substantial knowledge in a subject through industry experience or professional education you may apply to the director of the MBA program for permission to take an examination in a specific subject or subjects needed to fulfill part or all of the criteria associated with the above foundation core exemption requirements. Credits earned by examination will appear on your transcript for the appropriate Penn State undergraduate course or courses needed to fulfill relevant requirements but they will count toward exemption requirements only if you earn a grade of B or better on the examination. A fee of \$30 for each credit is charged for these examinations. Permission to acquire credit in this manner shall be by authorization of the director of the MBA program and the director of the Black School of Business. You may not receive credit for a course previously failed and you must complete at least one course of 3 credits at Penn State before any credit earned appears on your transcript.

The Course Exemption Request Form is available at pserie.psu.edu/admissions/mba/curriculum.htm

CONTACT:

Dr. Al Warner, MBA Director
Associate Professor of Management
Black School of Business
228 Research & Economic Development Center
5101 Jordan Road
Erie, PA 16563

agw2@psu.edu
814-898-6509

EARNED EXCELLENCE



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