CONTENTS

GENERAL RESOURCES

2 Program Staff

3 Directions

5 Campus Map

6 First Things First
   Wildcard
   Parking
   Nova Alert
   MyNOVA
   Personal Information
   Student Handbook & Policy book

7 Staying Connected

8 Student Resources
   Career services
   WSJ/Financial Times
   MBA Student Association & MBA Alumni Assoc.
   MBA Insider

9 On Campus
   Student Health Center
   University Counseling Center
   Learning Support Services
   Safe Zone
   Library
   Dining Services
   University Shop

10 Program Basics
   MBA programs: Fast / Flex
   Campus Locations
   • Bartley Hall
   • Bartley, parking
   • Center City, parking
   • Cira Center
   • Inn at Villanova
   Academic Calendar
   Course Details
   • Registration
   • Class meeting days/times
   JD/MBA Program

THE VILLANOVA MBA

11 The Basics
   MBA Programs
   Campus Locations

13 MBA Program Information
   The Curriculum
   CAPP
   Course Transfers
   Course Descriptions
   Electives
   Specialization
   Curriculum Progression

14 Representative Track Examples

15 Curriculum Checklist

16 Additional Program Information
   Fall and Spring Semesters
   Summer Semester
   Course Details

16 JD/MBA Program

17 MBA Primer FAQs
SERVICES

MEET OUR STUDENT PROGRAM STAFF

- **MICHAEL CAPELLA**
  - Associate Dean
  - Graduate & Executive Programs
  - 610-519-6624
  - michael.l.capella@villanova.edu

- **REBECCA MONRO**
  - Executive Director
  - Graduate and Executive Business Programs
  - 610-519-6283
  - rebecca.monro@villanova.edu

- **ALLYSON DALEY**
  - Associate Director
  - Specialized Masters Program
  - 610-519-8776
  - allyson.daley@villanova.edu

- **RITA DI CARLO**
  - Associate Director
  - Career and Professional Development
  - 610-519-4795
  - rita.dicarlo@villanova.edu

- **CHRISTINE ETHERIDGE**
  - Associate Director
  - Alumni Engagement
  - 610-519-6642
  - christine.etheridge@villanova.edu

- **LINDSEY KRIEGEL**
  - Associate Director
  - Graduate Business Programs
  - 610-519-4754
  - lindsey.kriegel@villanova.edu

- **ANN O’CONNOR**
  - Associate Director
  - Graduate Business Programs
  - 610-519-3123
  - ann.oconnor@villanova.edu

GRADUATE BUSINESS PROGRAM STAFF

CONTACT REGARDING

- **ANNE O’CONNOR**
  - Associate Director
  - 610-519-3123
  - ann.oconnor@villanova.edu

DIRECTIONS TO CAMPUS

Villanova University is located on US Route 30/Lancaster Avenue at the intersection of Lancaster and Ithan Avenues in Villanova, PA 19085.

BY CAR TO MAIN LOT:

**FROM THE NORTH:**
Take the New Jersey Turnpike to Exit 6 (Pennsylvania Turnpike exit). Follow the Pennsylvania Turnpike to Exit 20 (Mid-Country Interchange). Take the second exit ramp to I-476 South/Chester. Take I-476 South to Exit 13 (US 30 - St. David’s/Villanova). Proceed east on Route 320/Lancaster Avenue for 0.75 miles and at the sixth traffic light, turn right onto Ithan Avenue and into the main parking lot.

**FROM THE WEST:**
Take the Pennsylvania Turnpike to Exit 326 (Valley Forge). Take I-76 (Schuylkill Expressway) to Exit 31A (I-476 South/ Chester). Take I-476 South to Exit 13 (US 30 - St. David’s/Villanova). Proceed east on Route 320/Lancaster Avenue for 0.75 miles and at the sixth traffic light, turn right onto Ithan Avenue and into the main parking lot.

**FROM THE SOUTH:**
Take I-95 North to Exit 7 (I-476 North/Plymouth Meeting). Proceed east on Route 320/Lancaster Avenue for 0.75 miles and at the sixth traffic light, turn right onto Ithan Avenue and into the main parking lot.

**BY CAR TO SOUTH CAMPUS:**
Follow the directions above but continue straight on Ithan Avenue and turn left into South Campus.

**BY CAR TO WEST CAMPUS:**
If coming via Route 30 East (having exited I-476), turn left onto Route 320 North/Spring Mill Road at gas station. If coming via Route 30 West, turn right onto Route 320 North/Spring Mill Road at gas station. Once on Route 320 North, proceed about 0.20 miles, cross over railroad bridge and take the first right turn to West Campus. At train station, turn right under the bridge into the entrance to West Campus which is marked by a guard booth.

**BY TRAIN/TROLLEY:**
Take AMTRAK or New Jersey Transit (via SEPTA) to the 30th Street Station in Philadelphia. Ask the attendant to direct you to the Regional Rail Trains (SEPTA). Take the Paoli/Thorndale Local train to the Villanova Station, located on our campus. Wheelchair access: All airport and center city stations are wheelchair accessible; however, Villanova Station is not. Continue on the train past Villanova to the wheelchair accessible Wayne Station and from there take a taxi to the Villanova campus.

**BY PLANE:**
Arrange to fly into Philadelphia International Airport, which is located 30 minutes by car from the Villanova Campus.

**FROM THE AIRPORT YOU HAVE THREE OPTIONS:**

**RENTAL CAR:**
When leaving the airport, follow the signs for I-95 South. Take I-95 South to Exit 7 (I-476 North/Plymouth Meeting). From I-476 North, follow “By Car From the South” directions above.

**TRAIN:**
Look for the signs or ask the attendant at the ground transportation information desk to direct you to the Airport Line train station at your terminal. Purchase a ticket to the Villanova Station. The Airport Line stops at all terminals and goes to 30th Street Station in Philadelphia. At 30th Street, change trains and board the Paoli/Thorndale Local train which will take you directly to the Villanova campus. Wheelchair accessible; all airport and center city stations are wheelchair accessible; however, Villanova Station is not. Continue on the train past Villanova to the wheelchair accessible Wayne Station and from there take a taxi to the Villanova campus.

**MAIN LINE AIRPORT SERVICE (OR OTHER PRIVATE TRANSPORTATION):**
This limousine service runs direct from Philadelphia International Airport to Villanova University. For more information, call (610) 525-0513.
FIRST THINGS FIRST
ITEMS TO TAKE CARE OF BEFORE CLASSES START

WILDCARD OFFICE
The Wildcard is your Villanova photo ID card that provides access to buildings including the library and Bartley Hall. Visit the Wildcard Office on the second floor of Dougherty Hall. Hours of operation are Monday through Friday, 8 a.m. to 5 p.m. (extended hours at the beginning of each semester).

PARKING AND PUBLIC SAFETY
Student parking is available in the Main Lot. Parking fees are as follows:
- Parking Permit (August to August): $100
- Evening Student: $50
- For students only taking classes in the Summer semester:
  - Evening Student: $50
- Parking fees are as follows:
  - Student parking is available in the Main Lot.
  - Parking Office - Garey Hall
  - Hours of operation are Monday through Friday, 8 a.m. to 7:00 p.m., Friday 9:00 a.m. to 5:00 p.m.

EMERGENCY CLOSINGS/
CLASS CANCELLATIONS
In the event of a weather-related emergency, class cancellation will be announced on:
- Local radio stations (KYW 1060 AM)
- Nova Alert: Villanova University has added text messaging to its emergency communications process. Nova Alert quickly contacts you during a major crisis or emergency to deliver any important information relevant to the situation.

To sign up, please follow this link: www.alert.villanova.edu.

MYNova
MyNova is the University’s online student information system. The MyNova portal is customized to bring you the targeted information you need based on your university profile. Through MyNova, you can access your grades, the Wildcat Newswire, information relating to class registration, the library, and online classroom resources. In addition, MyNova provides a gateway to other online systems, such as Novasis and Blackboard.

To access MyNova, go to https://novanet.villanova.edu and enter your username and password.

PERSONAL INFORMATION
Please be sure to update any personal information as needed. Phone number and emergency contacts can be changed via Novasis. Address changes should be submitted through the Registrar: http://www1.villanova.edu/villanova/registrat/forms/info_change.html

STUDENT HANDBOOK AND POLICY BOOK
The Student Handbook is a useful resource for the Villanova community and students are encouraged to read it. The publication outlines the policies, rights and responsibilities of all Villanova students. Any questions can be directed to the Dean of Students Office. The Handbook also includes the Code of Student Conduct, which must be followed by all Villanova students.

Handbook: www.villanova.edu/villanova/studentlife/dean/publications.html

The MBA Policy Book contains the policies and practices of the Graduate Business Office, including grading policies, financial policies, graduation procedures and student services.

Policy Book: www.villanova.edu/villanova/business/graduate/currentstudents/mba.html

STAYING CONNECTED
VILLANOVA EMAIL ACCOUNT
Once you have submitted your deposit, the University Information Technologies Department (UNIT) creates an email account for you. Information regarding your account will be sent shortly after you are registered for classes. If you do not receive this information prior to the start of classes, please call the Help Desk at (610) 519-7777 or email support@villanova.edu. If you forget your password, you can reset it yourself at http://passwordreset.villanova.edu.

To access VU email on your smart phone:
- Go to Mail settings on your phone to add an account
- Choose Microsoft Exchange
- Enter Villanova email and password
- Enter Server: webaccess.villanova.edu
- Enter Domain: vuav.d.villanova.edu

ACCESSING THE WIRELESS CAMPUSS NETWORK
In order to access the wireless campus network on your personal computer, it must meet certain requirements.
- Windows XP Service Pack 2
- Villanova Wireless Secure w2 Client
- Windows pop-ups must be enabled

For detailed information on configuring your PC or MAC, please visit www.villanova.edu/villanova/unit/networkphone-connect/wireless.html.

STUDENT PRINT PROGRAM
All registered MBA students automatically receive a one-time print allowance ($20 for part-time students) accessible with their Wildcard. iPRINT, located on the lower level of Bartley Hall, is on hand for black and white printing of academic-related work. Hours of operation and instructions are available through their website: https://iprint.villanova.edu/

COMPUTER HELP AND SUPPORT
- UNIT Help Desk: (610) 519-7777
- Hours of Operation: Monday through Thursday, 8:00 a.m. to 7:00 p.m., Friday 8:00 a.m. to 5:00 p.m.
- TechZone: (610) 519-7777
- Hours of Operation: Monday through Thursday, 9:00 a.m. to 7:00 p.m., Friday 9:00 a.m. to 5:00 p.m.
- Students may also use the UNIT self-service help desk (SSHD).

Instructions are available through their website: www.villanova.edu/villanova/unit/helpsupport/EasyVista.html.

- If you have a personal computer and would like help configuring it for efficient use within the campus network, contact the University TechZone by calling (610) 519-7777 and following the prompts. The TechZone is located in Vasey Hall, room 101.

MYNOVA
#VillanovaMBA
MBA CAREER SERVICES AND PROFESSIONAL DEVELOPMENT
The Villanova School of Business Graduate Programs Office recognizes that making the commitment to earn an MBA represents a choice to take your career to a higher level. We are committed to providing students with tools and resources to be successful in their next destination by partnering with the University Career Center, employers, alumni and key VSB stakeholders to support the career development of students and alumni.

The following career and professional development services are readily available to all students:
• Webinar Series: Professional development topics include Personal Branding; Managing Up; LinkedIn Branding, and Down Your Organization; Lifelong Career Management
• Alumni Connectivity and Networking Events
• Job postings by employers and alumni
• Online resources through the University Career Center
• MBA Mentoring Program

Handshake is Villanova’s mobile career management platform which intuitively connects students and alumni to relevant opportunities based on customized profiles, interests and the user’s search activity. Through Handshake, students can explore companies and connections, apply for positions, schedule on-campus interviews, and sign up for career fairs and workshops all in one place. Usability is further enhanced by the capability to follow companies and positions of interest, search and sort by multiple criteria, and access career-focused online resources. For more information and to set up a login, please visit: https://villanova.joinhandshake.com/login

For more information, or to set up an individual appointment, please contact:

RITA DI CARLO
Associate Director
Career and Professional Development
610-519-4795
rita.dicarlo@villanova.edu

WALL STREET JOURNAL AND FINANCIAL TIMES
In order to help you keep abreast of current events in the financial community, all VSB graduate students are provided a free online and print version of the Wall Street Journal. Print versions will be sent to your home address on record at the Registrar at the beginning of the semester. For online subscriptions, once you receive your twelve-digit account number via email from the Wall Street Journal, you can go to wsj.com/student to activate your account.

For online account services, please contact the Wall Street Journal directly at (800) 369-2834 or email online-journal@wsj.com. For print delivery services, please contact the Wall Street Journal directly at (800)-975-8602 or email services@wsj.com.

Students may register to receive the Financial Times by using the following link: https://registration.ft.com/corporate/signup/5NaNnk6zDb5Lu

MBA STUDENT ASSOCIATION AND MBA ALUMNI ASSOCIATION
The MBA Student Association, formed in 2015, is an open student group. All students from the Fast, Flex, JD/MBA and Online MBA are invited to join. With a focus on professional development, social engagement and philanthropy, this group aims to enrich the student experience and promote VSB programs.

The MBA Alumni Association formed in 2014 and has a 12 person leadership team that organizes and promotes MBA alumni initiatives including mentoring, lifelong learning, social engagement and philanthropy.

Please contact Christine Ethridge for more information: christine.ethridge@villanova.edu

MBA INSIDER NEWSLETTER
The MBA Insider is a bi-weekly email newsletter that provides information and announcements regarding Academic updates, Career Services events, and Community news. The content of the newsletter is specific to Villanova MBA students.

BURSAR’S OFFICE
Tuition and other fees are managed through the Bursar’s Office and are due by the first day of class in the respective semester. You will be charged tuition each semester for the courses in which you are registered.

Please note that you must access your “VBill” online at www.villanova.edu/villanova/finance/bursar/paymentmethods.html. You will not receive an invoice in the mail or via email.

The Bursar’s Office is located in Kennedy Hall, first floor. For more information, visit www.villanova.edu/villanova/finance/bursar.html or call (610) 519-4258. Hours of operation are Monday through Friday, 8:30 a.m. to 4:30 p.m.

Summer Hours are Monday through Thursday, 8:30 a.m. to 4:30 p.m. and Friday, 8:30 a.m. to noon.

OFFICE OF FINANCIAL ASSISTANCE
All graduate students seeking financial assistance must file the Free Application for Federal Aid (FAFSA) as well as the Villanova Graduate Application.

We recommend that graduate students applying for federal financial assistance submit the FAFSA and Villanova Graduate Application at least two months prior to the first day of classes. Please note that the Office of Financial Assistance reviews completed files in the order they are received.

To receive financial aid, graduate students are required to meet the following criteria:
• Must be matriculated in a graduate-level program.
• Must be enrolled in a graduate program in at least a half-time status (which is 3 credits per semester, including summer).
• Must maintain Satisfactory Academic Progress, which includes maintaining a 3.0 cumulative GPA and completing the total number of credits attempted in an academic year.

APPLICATION PROCESS
To begin the financial aid process, please follow the below steps:
1. Complete the Villanova Graduate Application accessible through the following link: https://www.villanova.edu/villanova/finance/bursar.html
2. Complete the Free Application for Federal Aid Form (FAFSA) accessible through the following link: www.fafsa.gov.
3. Send the completed forms to the Villanova Office of Financial Assistance at finaid@villanova.edu.

Once your application is processed, you will be notified if you were granted an award and, if so, the amount of money you will receive. In the interim, you can always check the status of your application in MyNova.

ALTERNATE FINANCING
Alternate Loans or Private Educational Loans are administered by private lenders. There are a variety of lending institutions that offer these loans. Typically one would first take advantage of the Direct Loan and then if additional funding is needed, apply to one of these loans. Applications for these loans are made directly through the lending institution. As part of this process the Villanova University Office of Financial Assistance needs to certify that you are a student and provide certain other information.

FINANCIAL AID CONTACT INFORMATION
For financial aid related questions or for additional information, please contact the Office of Financial Assistance at (610) 519-4201 or email finaid@villanova.edu.

The Financial Assistance Office is located on the second floor of Kennedy Hall. Additional information is available on their website, www.finaid.villanova.edu.

Hours of Operation are Monday through Friday, 8:30 a.m. to 5:00 p.m.
The purpose of the Safe Zone program is to provide safe spaces on campus that are highly visible and easily identifiable to all people as spaces where support and understanding are key and where bigotry and discrimination are not tolerated. Safe Zone volunteers signify that within their space all people will be treated with respect regardless of race, ethnicity, national origin, gender, sexual orientation, class, religion, age or ability.

Learn more about Safe Zone and find a listing of Safe Zone volunteers and locations on campus: www.villanova.edu/villanova/studentlife/vupride/safezone.html

LIBRARY RESOURCES
Falvey Memorial Library, the chief source of academic information for the University community, offers collections, educational and consulting services, as well as technology, programming and a physical study facility. Librarians assist students with critical and evaluative use of information through personal consultation and formal instruction.

For library hours, please visit http://library.villanova.edu/about/information/libraryhours/

For specific questions or to schedule an appointment, please contact:
LINDA HAUCK, BUSINESS LIBRARIAN
linda.hauck@villanova.edu
Falvey Office: (610) 519-6744
Bartley Office: (610) 519-6734

Please visit the Bartley Virtual Library or Falvey Library for online resources. The library can also be accessed through Blackboard.

DINING SERVICES
For full details on locations and hours of operation, please visit www.diningservices.villanova.edu.

UNIVERSITY SHOP
Located in Kennedy Hall. Please be aware that when the University is closed, the University Shop is also closed.

SAFE ZONE PROGRAM

ON CAMPUS

STUDENT HEALTH CENTER
The Student Health Center provides a safe, caring, respectful and confidential environment, and advocates healthy behaviors and lifestyle choices. Located in the Health Services Building at the Villanova University main entrance on Ithan Avenue, across from Bartley Hall. Part-time graduate students are not required to pay the Health & Wellness fee each semester, but will be charged $25 for an office visit with a doctor or nurse practitioner.

During the academic school year, the Health Center is open 24 hours a day, 7 days a week. 610-519-4070
www.villanova.edu/villanova/studentlife/health/center.html

UNIVERSITY COUNSELING CENTER
The Counseling Center provides services that help students function optimally with regard to emotional, academic, social and psychological issues. Services are available to all students currently taking classes toward a degree. Appointments are scheduled by phone or in person Monday through Friday, 9a.m. - 5p.m.

Located in the Health Services Building, Room 206. 610-519-4050
www.villanova.edu/villanova/studentlife/counselingcenter.html

LEARNING SUPPORT SERVICES
LSS offers students a variety of academic support services designed to help students maximize their academic success. Services include study skills workshops, academic coaching, accommodation support for students with learning disabilities and study skills consultation.

Learning Commons in Falvey, Suite 212 610-519-9176
learning.support.services@villanova.edu
www.villanova.edu/villanova/provost/learningsupport.html

The purpose of the Safe Zone program is to provide safe spaces on campus that are highly visible and easily identifiable to all people as spaces where support and understanding are key and where bigotry and discrimination are not tolerated. Safe Zone volunteers signify that within their space all people will be treated with respect regardless of race, ethnicity, national origin, gender, sexual orientation, class, religion, age or ability.

Learn more about Safe Zone and find a listing of Safe Zone volunteers and locations on campus: www.villanova.edu/villanova/studentlife/vupride/safezone.html

LIBRARY RESOURCES
Falvey Memorial Library, the chief source of academic information for the University community, offers collections, educational and consulting services, as well as technology, programming and a physical study facility. Librarians assist students with critical and evaluative use of information through personal consultation and formal instruction.

For library hours, please visit http://library.villanova.edu/about/information/libraryhours/

For specific questions or to schedule an appointment, please contact:
LINDA HAUCK, BUSINESS LIBRARIAN
linda.hauck@villanova.edu
Falvey Office: (610) 519-6744
Bartley Office: (610) 519-6734

Please visit the Bartley Virtual Library or Falvey Library for online resources. The library can also be accessed through Blackboard.

DINING SERVICES
For full details on locations and hours of operation, please visit www.diningservices.villanova.edu.

UNIVERSITY SHOP
Located in Kennedy Hall. Please be aware that when the University is closed, the University Shop is also closed.

PROGRAM BASICS

MBA PROGRAMS
Villanova campus-based MBA students are admitted into one of the two program tracks:

Fast Track: Two-year cohorted evening program that progresses at a full-time pace and is offered in a part-time format.

Flex Track: Flexible, part-time evening program through which students can progress at their own pace. Students have up to 7 years to complete the program.

JD/MBA Programs: As in conjunction with Villanova University’s School of Law, also offers a joint JD/MBA degree.

Of the 48 required credits in the VSB MBA program, JD/MBA students can transfer nine law school credits toward their 15 credit elective requirement.

For additional information about the JD/MBA curriculum, please contact Ann O’Connor.

CAMPUS LOCATIONS
The Fast Track program is offered on Villanova’s main campus as well as our Center City, Philadelphia location. Fast Track students are accepted into a specific location and take all core and pillar classes at the respective campus. Flex Track students may take classes in either location: Bartley or Center City. Electives are offered at both locations are available to all students.

In addition, our weekend course—Leadership Challenge— and other special events are sometimes held at the Inn at Villanova, which is located one mile from the main campus. Classes held at this location will be indicated as such on the master semester schedule.

Library
Falvey Library, the chief source of academic information for the University community, offers collections, educational and consulting services, as well as technology, programming and a physical study facility. Librarians assist students with critical and evaluative use of information through personal consultation and formal instruction.

For library hours, please visit http://library.villanova.edu/about/information/libraryhours/

For specific questions or to schedule an appointment, please contact:
LINDA HAUCK, BUSINESS LIBRARIAN
linda.hauck@villanova.edu
Falvey Office: (610) 519-6744
Bartley Office: (610) 519-6734

Please visit the Bartley Virtual Library or Falvey Library for online resources. The library can also be accessed through Blackboard.

DINING SERVICES
For full details on locations and hours of operation, please visit www.diningservices.villanova.edu.

UNIVERSITY SHOP
Located in Kennedy Hall. Please be aware that when the University is closed, the University Shop is also closed.

MAIN CAMPUS: BARTLEY HALL
800 Lancaster Avenue, Villanova, Pennsylvania 19085
Parking: Available to students in the main lot directly off of Route 30, right across from campus. For additional information, please see the “Parking and Public Safety” section in the beginning of this packet.

BARTLEY HALL
Bartley Hall is a modern, wireless facility that includes state-of-the-art classrooms with power and data at every seat, an auditorium, cafeteria (The Exchange), four story atrium entrance and faculty offices. The Graduate Student Lounge (Bartley 505) and breakout rooms are available for team meetings.

CENTER CITY LOCATION:
CONVENE CITYVIEW
30 South 17th Street, Daxne Morris Building, 14th Floor, Philadelphia, Pennsylvania 19103
888-730-7307 | https://convene.com/location/cityview/

Parking: VSBI has a contract with the Expert Parking Garage at 1702 Market Street. The receptionist at the front desk of Convene can provide you with a garage voucher. This coupon, in addition to your parking ticket, should be entered into the garage payment machine, and the cost of parking will adjust to $5.00. For those who prefer to take the train, the HUB is a few blocks from Suburban Station.

CIRA CENTER
Attached to 30th Street Station
2929 Arch Street, Mezzanine, Philadelphia, Pennsylvania 19104
Parking: available at Cira Center at a discounted rate of $18.00.

INN AT VILLANOVA
601 Country Line Road, Radnor, Pennsylvania 19087
Parking: Available in the lot directly in front of the main building. Do not need a University parking tag to use this parking lot.
The MBA academic calendar is broken into three semesters (fall, spring, and summer). In order to accommodate the 1.5 credit courses, as well as provide students additional flexibility and a wider variety of available courses, each semester is divided into two sessions (Session A and Session B). The master schedule indicates the session in which the class is offered.

FALL AND SPRING SEMESTERS
The Fall and Spring semesters are 14 weeks in length with a break week halfway through the semester.

SUMMER SEMESTER
The Summer term is abbreviated; it is only 12 weeks instead of the usual 14 weeks. The full Academic Calendar can be found here: http://www1.villanova.edu/villanova/business/graduate/currentstudents.html

CLASS MEETING DAYS AND TIMES
Classes are typically scheduled on Monday through Thursday evenings from 6:00 p.m. to 9:00 p.m.

In order to provide students additional flexibility, some classes follow a non-traditional schedule. There is one mandatory weekend class—Leadership Challenge—and, for those who are interested, select additional courses are offered on alternative schedules.

Several distance learning (DL) hybrid or weekend elective courses are offered each semester to accommodate those students with busy travel schedules or other competing priorities. Students should check the Course Comments section in Novasis for any potential schedule variations.

Fast and Flex Track students are permitted to take up to nine (9) credits of ONLINE classes throughout the program. These classes are identified on the course schedule with a section number of OL1 or OL2.

PROGRAM BASICS CONTINUED

MBA FUNDAMENTALS
All students are required to take the MBA Primer in their first semester and are strongly encouraged to take Leadership Challenge within their first year in the program.

MBA Primer: Used to practice quantitative skills and obtain knowledge of key concepts associated with accounting, economics, statistics, finance and Excel. Tool content is supplemented with faciliy-led tutorials and web-based sessions. For additional information, see the MBA Primer FAQ addendum at the end of this packet.

Leadership Challenge: Intensive course focusing on the behavioral dimensions of decision making with an emphasis on the dynamics and challenges of creating a positive presence, influencing others, providing responsible leadership and developing high performance teams.

FUNCTIONAL CORE
These six courses should be taken in conjunction with the MBA Fundamentals. In addition, most should be completed prior to taking the four pillar courses listed on the next page, and all must be completed prior to registering for Capstone I: Social Enterprise Consulting and any electives.

Performance HGMT, and Rep Fundamentals: A Global Accounting Perspective: Explores the role of information in decision making by organizational stakeholders. Discussions of informational and management accounting topics are integrated using a business process approach that links strategy, value chain activities and performance measurement.

Co-requisite: MBA Primer

Business Operations in the 21st Century: Covers concepts of operations management, operations technology and the responsibilities of operation managers in the management of production systems, including problems and techniques of systems design, operation and control.

Co-requisite: MBA Primer

Analyzing and Leveraging Data: Begins with a review of descriptive statistics, confidence intervals and hypothesis testing. These tools will be extended into regression analysis geared towards analyzing large data sets in order to make informed business decisions.

Co-requisite: MBA Primer

Corporate Finance: Covers tools and models used for making investment and financing decisions. Topics include valuation, risk and return, capital budgeting, and cost of capital.

Prerequisite: Analyzing and Leveraging Data, Performance Management and Reporting Fundamentals: A Global Accounting Perspective

Team Leadership and Group Dynamics: Focuses on the behavioral dimension of managerial action and decision making with emphasis on group dynamics and interpersonal relationships. Includes an exploration of personal style, team leadership.
ELECTIVES

Students are required to take 15 credits of electives by taking 1.5 credit or 3 credit courses.

ELECTIVE 1 – 1.5 credits
ELECTIVE 2 – 1.5 credits
ELECTIVE 3 – 1.5 credits
ELECTIVE 4 – 1.5 credits

When registering for courses through Novasis, each elective’s respective specialization(s) will be listed in the course comment section. Credits from electives counting toward two or more specializations can be double counted. For those students who choose not to specialize, a general business MBA will be awarded upon successful completion of the program requirements.

CURRICULUM PROGRESSION

As a supplement to the above, the following schematics graphically depict the recommended course progression of a Fast Track student and provide a representative example for a Flex Track student. Given the two-year nature of the program, a Fast Track student’s path is somewhat limited, but the areas of flexibility are noted. Flex Track students must comply with all course prerequisites, but have the ability to take any number of credits in each semester.

CAPSTONES

A student must complete all functional core, pillar, and most elective courses prior to registering for Capstone I, MBA 8910 Social Enterprise Consulting Practicum. MBA 8910, Global Strategic Management, should be taken prior to MBA 8930.

Fast & Flex Track Guidebook
**MBA PRIMER FAQ**

**WHAT IS THE MBA PRIMER?**
The MBA Primer is an important, introductory aspect of your MBA curriculum. The MBA Primer, MBA Math, provides quantitative lectures and exercises to further prepare you for your MBA experience at Villanova. The business areas covered by the MBA Primer are accounting, economics, finance and statistics. The Primer also includes a section on Microsoft Excel that provides you with the opportunity to review its basic features.

**HOW WILL THE PRIMER HELP ME?**
The Primer will prepare you for the functional core courses by providing an introduction to concepts that will be further developed in these courses. If you have an undergraduate degree in business, the Primer is a quick refresher that will review quantitative concepts that you may remember from prior coursework. If you do not have a business background, the Primer will provide an opportunity to obtain the necessary knowledge and foundation to begin the MBA program.

**WHAT IS INCLUDED IN EACH MODULE?**
Each module contains a pre-quiz, exercises and a post-quiz. The pre-quiz allows you to gauge your level of knowledge and establish a starting point if review is necessary. If you are comfortable with the results on the pre-quiz, you can skip immediately to the post-quiz in a given section. If you require review of the concepts, you can do so through the narrated lecture materials, tutorials and practice problems. Once you are comfortable with the material, you can then take the post-quiz for that specific module. The post-quiz can be taken multiple times.

**WHAT IF I AM NOT TAKING FINANCE OR ACCOUNTING IN MY FIRST SEMESTER?**
You will still need to complete the Primer. The Primer contains information that will be further developed in all of the functional core courses.

**WHAT DO I NEED TO DO?**
The Primer can be accessed at [www.mbamath.com](http://www.mbamath.com). You can sign in with the username and password that will be assigned to you by Dr. Licata once you are registered for the course. You will need to complete the following modules/sections by [date varies by semester]:

- **Accounting (All)**
- **Economics (All)**
- **Statistics (Basic Statistics, Linear Combinations, Probability, Normal Distribution, Sampling & Inference. The Regression module will be assigned in the Analyzing Leveraging Data course.)**
- **Excel (All)**

Typically, students require 15–30 hours to successfully complete the Primer, so please plan accordingly. The number of hours will vary depending on your background and prior exposure to the material that is covered.

**WHAT IF I NEED EXTRA HELP?**
Dr. Michael Licata teaches accounting courses in the MBA program and will be accessible as you work through the primer. At any given time, if you need help, you will always be able to access Dr. Licata for assistance through his office hours or through the online sessions discussed in his syllabus. Dr. Licata can be reached at michael.licata@villanova.edu or (610) 519-7996.

**WHAT IS THE PASSING SCORE FOR EACH SECTION? CAN I STILL CONTINUE IN THE PROGRAM IF I DON’T ACHIEVE THIS SCORE?**
Each module has a post-quiz on which you must score at least 70% to successfully complete the module. If you do not score at least a 70%, you can review the materials again, work through additional practice problems, and then retake the post-quiz as many times as necessary. You have been admitted into this rigorous program based on the strength of your application, and we fully expect you to have the capability to successfully complete each section.

**HOW IS THE PRIMER COURSE GRADED?**
Your grade will be based on the average of your highest post-quiz score from each of the 24 modules. The grading policy for this course is included in Dr. Licata’s syllabus.

**HOW WILL I HAVE ACCESS TO THE ONLINE PRIMER?**
The Primer is a resource that you will be able to access throughout your time as an MBA student at VSB. If you ever feel you need a refresher, you will be able to log into the Primer and use it as needed.

---

### MBA FUNDAMENTALS

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>8052 MBA Primer (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8100 Leadership Challenge (1.5 cr)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**FUNCTIONAL CORE**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>8150 Perform. Mgmt and Rep. Fundamentals</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8252 Business Op. in 21st Century (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8350 Analyzing and Leveraging Data (3 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8452 Corporate Finance (3 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8550 Team Leadership and Grp Dynamics (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8650 Strategic Marketing Management (3 cr)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**VSB PILLARS**

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>8710 Info. Tech. as Strategic Lever (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8720 Ethical Business Practices (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8730 Mgmt for Innovation and Creativity (1.5 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8740 Global Political Economy (1.5 cr)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### ELECTIVE COURSES (15 CREDITS TOTAL)*

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Semester</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>8910 Social Enterprise Consulting Practicum (3 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8920 Global Practicum (3 cr)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8930 Global Strategic Management (3 cr)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

* Students are required to complete 15 credits of electives by taking either 1.5 or 3 credit courses.