

MASTER OF BUSINESS ADMINISTRATION FAQ's

What is an MBA?

An MBA is a graduate degree in business administration. MBA stands for Master of Business Administration and is recognized worldwide as a standard of excellence for professionals in the business field.

What are the general criteria and desired qualifications for admission?

We look for students with high academic achievement, strong motivation and leadership potential. The minimum admission requirements include a Bachelor's degree with a grade point average of 3.0 or higher (on a 4.0 scale), three (3) letters of recommendation, a statement of purpose and an updated résumé or curriculum vitae. Our holistic evaluation process looks at these documents to assess academic performance, professional accomplishment, communication skills as well as evidence of community leadership and service.

Who may provide me with letters of recommendation?

The letters of recommendations may be provided by previous or current professors, supervisors or professional colleagues. Relatives and personal acquaintances are not admissible sources of recommendations.

What should I include in the Statement of Purpose for my application?

You should answer four key questions:

- a) What is your academic and professional background?
- b) In what ways do you contribute to your community?
- c) Why do you want to pursue a graduate degree in business?
- d) What are your professional plans after attaining a graduate degree in business?

Do I need an undergraduate degree in business to apply?

No, you don't. While an undergraduate degree in business would be advantageous in terms of academic preparation, we welcome college graduates from all areas of concentration — the humanities, the social sciences, the physical sciences, and engineering. In many cases, graduates from other disciplines find an MBA to be a good way to round their professional education.

Do you require the GMAT test for admission?

No, we don't require the GMAT. Our holistic admissions criteria looks beyond standardized test scores and takes into consideration academic achievement, professional accomplishment, communication skills as well as evidence of community leadership and service.

Do I need work experience to apply?

No, work experience is not required. Nevertheless, having three to five years of professional experience is a desirable qualification for admission. People who already have an understanding of the workplace have a framework against which to apply their education and relate to the concepts discussed in the classroom.

I obtained my Bachelor’s degree at a foreign institution. Will my degree be accepted for admission?

Students with foreign degrees must submit their records for translation and evaluation by specialized agencies authorized by the US Department of Education. Please refer to the websites of the National Association of Credential Evaluation Services (www.naces.org) or the Association of International Credential Evaluators (ACE) for a list of evaluation services in your area.

Can I transfer credits into the MBA program?

No. The MBA program does not accept any credits in transfer.

Will my MBA credits be accepted for transfer at other schools?

It is unlikely. It is the privilege of each school to accept transfer of credits or not. In the same manner that we don’t accept transfer of credits into our MBA, most other graduate programs do not accept credits in transfer.

How long does it take to complete the MBA program?

The current design of the MBA program allows for completion within four academic sessions, or approximately 16 months.

What is the “Fast-Track” course delivery format?

The “Fast-Track” is a non-traditional delivery format, uniquely designed so that students can attend classes once a week, completing one course at a time. Each fast-track course is only five to seven weeks long. This design allows students to complete three courses per session by receiving intensive training in one subject area, before moving on to the next. The courses in the MBA program are delivered using the Fast-Track format.

Is your program accredited?

Yes. All programs offered by Carlos Albizu University are regionally accredited by the Middle States Commission on Higher Education, and licensed by the Commission for Independent Education (CIE) of the Florida Department of Education. Regional accreditation is the highest form of accreditation recognized by the US Department of Education in terms of quality of education and training.

In addition, the Business Administration department has applied and is a candidate for accreditation with the Association of Collegiate Business Schools and Programs (ACBSP) and the International Assembly for Collegiate Business Education (IACBE).

What subjects/areas of study are offered?

Our MBA program covers an array of business subjects including management, marketing, accounting and finance. For a complete list of courses, visit the Curriculum pages for each of our three concentrations: Organizational Management, Entrepreneurship and Non-profit Management.

What is your average class size?

Currently, our MBA program averages approximately ten students per class.

Will I need to prepare a Thesis in order to graduate?

No. Graduate theses are generally required in Master of Science degrees, but very rarely in MBA degrees.