
2006
Academic Policies and
Procedures in Effect June 1, 2006

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Secretary of the Faculty
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II. THE MASTER OF BUSINESS ADMINISTRATION PROGRAM

A. GENERAL STATEMENT

Darden is a professional school of business at the graduate level with a two-year “terminal” MBA Program designed for the practitioner. The MBA Program is offered in two forms. The first is a two-year Full-Time Format Program that begins only in the fall semester and is designed to be completed in May of the following academic year. The other form is an episodic Executive Format Program that allows students through a combination of residence periods and off-site learning opportunities to earn the MBA degree over a 22-month period. The programs differ in format and require the completion of the same number of credit hours, and students graduate with the same degree: Master of Business Administration. All statements that reference the MBA Program apply to both the Full-Time Format Program and the Executive Format Program unless specified otherwise.

Students must complete 60 credit hours to meet the requirements of the Master of Business Administration Degree. The program requirements for both the Full-Time Format Program and the Executive Format Program are outlined in Section II-A. Each program includes a common set of core courses and an additional set of course requirements. The Core Courses Curriculum for the Full-Time Format and Executive Format Programs will be designed and delivered based on the same course descriptions (Section II-I-1-h).

1. Full-Time Format Program Credit Hours and General Requirements

The first year of the Full-Time Format Program core requires 30 credit hours of coursework. A total of 25.5 credit hours are core courses, and 4.5 credit hours are First-Year Program electives. The Second-Year Elective Curriculum requires 30 credit hours of coursework.

The first year of the Full-Time Format Program is an integrated program rather than a set of distinct and separate courses. First-year courses include core courses required of all students and First-Year Program elective courses, available for students to extend their mastery of selected core-course content areas. First-year students may elect to take GBUS 8000, Global Business Experience, during the spring break as a second-year elective course.

Elective courses offered in the second year of the Full-Time Format Program are distinguished from core courses and First-Year Program elective courses in that considerably more latitude is exercised by the individual instructor in the conduct of these second-year courses; for example, examinations are prescribed by some instructors and not prescribed by others. (Administratively, these courses are more like the usual graduate courses offered elsewhere in the University than the required courses at Darden.)
2. Executive Format Program Credit Hours and General Requirements

The Executive Format Program requires 60 credit hours of coursework. A total of 27.0 credit hours are core courses, 12.0 credit hours are Leadership Residency courses, 9.0 credit hours are Action Learning courses, 3.0 credit hours are a Professional Development Course, and the elective curriculum requires 9.0 credit hours of coursework.

The Executive Format Program is an integrated program rather than a set of distinct and separate courses. Core courses are required of all students. These courses include the same set of core courses required in the Full-Time Format Program but also include a set of courses unique to the Executive Format Program: four required Leadership Residency courses, five required Action Learning courses, and a required Professional Development course.

The Executive Format Program includes a set of electives. These electives will be similar in construct to the electives in the Full-Time Format Program.

3. Extension of Time in the MBA Program

A student wishing to extend the normal time horizon for the completion of either program is required to submit a petition to the Academic Standards Committee.

If the petitioning student is enrolled in courses for which grades have not been assigned, the student’s petition must include a plan for gaining closure on those courses. For the Full-Time Format Program, the plan would be developed in conjunction with the chair of the First-Year Program Committee or the Electives Coordinator, depending on the student’s status at the School. It would be developed on a course-by-course basis and agreed to by the course head (for required courses) or the instructor (for electives). For the Executive Format Program, the plan would be developed in conjunction with the Academic Director of the MBA Program for Executives. The options available for each course are

- withdrawal from the course,
- assignment of the grade IN (incomplete) and a reasonable plan to clear the incomplete prior to the student’s return to full-time status, or
- assignment of a regular letter grade (A, B+, B, B−, or F) upon completion of course requirements prior to the student’s departure.

The student would return to the program at a time consistent with the reasons for her/his departure and the requirements to complete the degree.
Candidates for the MBA degree, excluding joint-degree candidates, must complete the MBA Program within 45 calendar months of matriculation. The academic standards applicable at the time of admission to candidacy, not those in effect at the time of matriculation, will govern any given case.

The Academic Standards Committee, acting on behalf of the faculty, will act on the student’s petition and inform the faculty as to the nature of the student’s program. If a plan that is acceptable to all parties cannot be agreed on, the student may appeal to the Dean.

B. FINAL EXAMINATION POLICY

Final examinations will be required in the Full-Time Format Program for all First-Year Program core and elective courses with the exception of the Management Communication core course. Final examinations will be required in all core courses in the Executive Format Program.

Evaluation of student performance in the Full-Time Format Program second-year elective courses and in the Executive Format Program Leadership Residency courses, Action Learning courses, the Professional Development course, and electives is expected to be based to a significant degree on written evidence of individual student accomplishment.

- Instructors in elective courses are encouraged to secure this evidence by administering final examinations.
- In those elective courses for which a final examination would be difficult to administer or would be pedagogically undesirable, other substantial written evidence should be substituted. This evidence should provide the opportunity to evaluate individual performance equivalent to that provided by a final examination and should be received no earlier than three weeks before the last class meeting in the term in which credit for the course is given.

C. RESPONSIBILITY FOR CONTENT OF MBA PROGRAM

It is a faculty responsibility to shape the general nature and content of the MBA Program, including such matters as the fields of instruction, the amount of work in different fields, the courses offered, and the designation of required and elective courses.

It is the responsibility of the administration, after consultation with the faculty members concerned, to staff the courses insofar as qualified personnel are available and budgetary considerations permit.

D. ADMISSIONS

1. Admissions Objective

The objective of the admissions procedure is to select a diverse group of students who show promise of the capacity to rise to positions of executive responsibility.