Business Administration, B.B.A.

Requirements

The Bachelor of Business Administration requires a minimum of 120 s.h. of credit, including at least 48 s.h. earned in business courses and at least 60 s.h. earned in nonbusiness courses.

B.B.A. students must earn 30 s.h. in residence following admission to the Tippie College of Business. At least 24 s.h. in courses offered by the business college and at least two-thirds of the semester hours in the student's major must be earned at the University of Iowa. Nonresident instruction includes course work at colleges and universities other than the University of Iowa.

To graduate, B.B.A. students must have a cumulative g.p.a. of at least 2.00 in all college course work attempted, all college course work attempted in business, all college course work attempted in the major, all course work attempted at the University of Iowa, all business course work attempted at the University of Iowa, and all course work in the major attempted at the University of Iowa..

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Common B.B.A. Requirements

B.B.A. students must satisfy the following minimum common requirements or approved equivalents. For approved equivalents, consult the college's Undergraduate Program Office.

General Education

RHET:1030 Rhetoric 4
ENGL:1200 The Interpretation of Literature 3

World Languages 0-10
Natural Sciences 3
Social Sciences (excluding ECON:1100 and ECON:1200) 3
Historical Perspectives 3
Diversity and Inclusion, or Values and Culture 1 3
International and Global Issues 3

1 Students admitted to the University of Iowa Summer 2017 or after.

Tippie College of Business students may complete the World Languages requirement using one of two options. One year of high school language study is generally equivalent to one semester of college language study.

Option one: attain fourth-level proficiency in a single world language, usually by completing four years of that language in high school or four semesters in college or an equivalent combination of high school and college course work; or pass an achievement test or evaluation at fourth-level proficiency.

Option two: attain second-level proficiency in each of two world languages, usually by completing two years of each language in high school or two semesters of each language in college or an equivalent combination of high school and college course work; or pass achievement tests and/or evaluations at second-level proficiency in each language.

Option two does not fulfill the World Languages requirement for the College of Liberal Arts and Sciences or qualify students to earn credit under the Furthering Language Incentive Program (FLIP).

Students may not count courses taken to fulfill General Education Program requirements toward other requirements for the B.B.A.

Prerequisites for Admission to the College

MATH:1380 Calculus and Matrix Algebra for Business 4
STAT:1030 Statistics for Business 4
ECON:1100 Principles of Microeconomics 4
ACCT:2100 Introduction to Financial Accounting 3

Prerequisites for Declaring the Business Major

MSCI:1500 Business Computing Essentials 2
ECON:1200 Principles of Macroeconomics 4
ACCT:2200 Managerial Accounting 3

Business Core

MSCI:3005 Information Systems 3
ECON:2800 Statistics for Strategy Problems 3
or MSCI:2800 Business Analytics 3
MGMT:2000 Introduction to Law 3
FIN:3000 Introductory Financial Management 3
MGMT:2100 Introduction to Management 3
MKTG:3000 Introduction to Marketing Strategy 3
MSCI:3000 Operations Management 3
BUS:3000 Business Communication and Protocol 3

Experiential Learning Requirement: Tippie RISE

All Tippie College of Business students admitted to the business college Fall 2016 or later must successfully complete at least one of these four experiences—Research with Faculty, Internship Course, Study Abroad, or Experiential Course. The specific courses which coincide with each type of Tippie RISE experience are listed below. Each of these courses has been approved to satisfy Tippie RISE when taken at the same time as the experience. Students must follow the specific criteria and procedures established for the selected experience and
Experiential Course

FIN:4310 Corporate and Financial Risk Management 3
FIN:4410 Property and Liability Insurance 3
MGMT:3600 Nonprofit Organizational Effectiveness II 3
MKTG:3701 Marketing Institute Field Studies 2
MKTG:4150 Business Analytics Capstone 3
MSCI:4250 BAIS Capstone Project 3
MSCI:4350 Information Systems Capstone 3
LS:1024 Alternative Break Service Learning (spring only) 3
LS:3002 Career Leadership Academy 3

Major Area of Study

All B.B.A. students must complete a major area of study. The college offers majors in accounting, business analytics and information systems, economics, finance, management, and marketing. The requirements for each major are established by the department that offers the major.

Students with Associate of Arts Degrees

Students who have been granted an Associate of Arts (A.A.) from a community college participating in the Iowa and Illinois Community College/Regents Articulation Agreements are considered to have met all high school unit requirements for admission to the B.B.A. and all of the General Education Program requirements listed under “General Education Requirements” above, except the World Languages requirement. The program of study for which a student was awarded the A.A. must have included:

- a minimum of 60 s.h. (or 90 quarter hours) of credit acceptable toward graduation from the University of Iowa;
- mathematics courses comparable to MATH:0100 Basic Algebra I and MATH:0300 Basic Geometry are not accepted toward graduation;
- completion of the agreed-upon group of courses at the community college; and
- a g.p.a. of at least 2.00.

Completion of an Associate of Arts does not guarantee admission to the Tippie College of Business. See Admission [p. 4] in this section of the Catalog for a complete list of requirements for admission to the B.B.A.

Students who use the provisions of the articulation agreement are granted a maximum of 60 s.h. of transferable credit from two-year colleges toward the 120 s.h. required for a B.B.A. Credit earned for the A.A. beyond the 60 s.h. transferable maximum is used in computing a student's grade-point average, and it may be used to satisfy course requirements, but it does not count toward the B.B.A. Transfer credit for business courses taken during the first and second years is counted toward the B.B.A. only if such courses are usually offered as lower-division courses at the University of Iowa.

Transfer Courses

Students who have taken courses at another institution that are similar to those approved for the common business requirements at Iowa may request that these courses be
evaluated for transfer credit. Students who transfer fewer hours than needed to meet a common business requirement may use only approved courses to complete the remainder of the requirement. Only third- and fourth-year-level courses taken at accredited four-year institutions may be used to satisfy common business course requirements numbered 3000 or above. Students must complete a minimum of 24 s.h. of business course work and at least two-thirds of the course work in the major at the University of Iowa. They also must meet the 30 s.h. residency requirement of the Tippie College of Business. Credit earned through online courses may be counted toward all requirements for graduation, subject to approval by a student's major department.

**Honors in Business**

Outstanding students in the college have an opportunity to undertake independent study under the supervision of a faculty member. To graduate with honors in business, students must complete an honors thesis in one of the college's departments, registering for the appropriate course from the following list.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT:4999</td>
<td>Honors Thesis in Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS:4999</td>
<td>Honors Thesis in Business</td>
<td>3</td>
</tr>
<tr>
<td>ECON:4999</td>
<td>Honors Thesis in Economics</td>
<td>3</td>
</tr>
<tr>
<td>FIN:4999</td>
<td>Honors Thesis in Finance</td>
<td>3</td>
</tr>
<tr>
<td>MGMT:4999</td>
<td>Honors Thesis in Management and Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MKTG:4999</td>
<td>Honors Thesis in Marketing</td>
<td>3</td>
</tr>
<tr>
<td>MSCI:4999</td>
<td>Honors Thesis in Management Sciences</td>
<td>3</td>
</tr>
</tbody>
</table>

To earn the B.B.A. with honors, students must successfully complete all college requirements with a g.p.a. of at least 3.50 in all courses taken at Iowa, all business courses taken at Iowa, all courses taken (including transfer courses), and all business courses taken (including transfer courses).

See Honors at Tippie on the Tippie College of Business website to learn more.

Completing the honors in business requirements also satisfies the experiential learning requirement for the University of Iowa Honors Program. To learn more about graduating with honors through the UI Honors Program, visit the Honors at Iowa website.

Pre-business students interested in honors study are encouraged to participate in the University of Iowa Honors Program until they are admitted to the business college. Visit Honors at Iowa to learn about the University's honors program.

**Double Majors in Business**

Students may earn the B.B.A. degree with more than one major. Majors, minors, and certificates are considered programs. Additional programs must be declared in the Undergraduate Program Office by an advisor. The Four-Year Graduation Plan is not available to students earning more than one major. Students have access to degree audits for all of the programs they have officially declared. They also have access to all program courses, with some limitations, during early registration. A student must be in good academic standing in order to declare more than one major. See Double Majors and Joint Degree Policies on the Tippie College of Business website.

**Joint Degrees**

Undergraduate students may earn joint undergraduate degrees from the Tippie College of Business and the College of Liberal Arts and Sciences or the College of Engineering. The following rules apply to all students in joint degree programs.

- To enter a joint degree program, students must have approval from the Tippie College of Business and must be admitted to both colleges. Interested students should see an advisor in the college's Undergraduate Program Office.
- Students in joint degree programs are allowed a combined maximum of three second-grade-only options.
- All students in joint programs must meet all requirements for both degrees, including all General Education Program requirements.
- Students are assigned two advisors (one for each major).
- Students in joint degree programs are assessed tuition only for the primary (first) major.
- First-year students in joint degree programs who are direct admission students in the Tippie College of Business must enroll in BUS:1200 Tippie College Direct Admit Seminar during their first semester at the University.

**Joint B.B.A./Liberal Arts and Sciences Degree**

The Tippie College of Business and the College of Liberal Arts and Sciences offer a joint degree program in which students earn two University of Iowa bachelor's degrees: a Bachelor of Business Administration (B.B.A.) from the Tippie College of Business and a Bachelor of Arts (B.A.), Bachelor of Science (B.S.), Bachelor of Fine Arts (B.F.A.), or Bachelor of Music (B.M.) from the College of Liberal Arts and Sciences.

Students in the joint business/liberal arts and sciences degree program must declare the Tippie College of Business program of study as their primary (first) major.

To learn about liberal arts and sciences majors, see the College of Liberal Arts and Sciences section of the Catalog.

**Joint B.B.A./B.S.E.**

The Tippie College of Business and the College of Engineering offer a joint degree program in which students earn two University of Iowa bachelor's degrees: a Bachelor of Business Administration (B.B.A.) from the Tippie College of Business and a Bachelor of Science in Engineering (B.S.E.) from the College of Engineering. Students in the joint business/engineering degree program must declare the College of Engineering program of study as their primary (first) major.

Students in the joint business/engineering degree program must enroll in appropriate mathematics and engineering courses early during their course of study in order to complete the program in a timely way. Because courses in natural sciences, mathematics, humanities, and social sciences count toward the B.B.A. and the B.S.E., students may be able to count certain courses toward both degrees.

B.B.A./B.S.E. students usually meet the degree requirements of both colleges in about five years; time required depends on a student's choice of major study areas.

For information about engineering majors, see Bachelor of Science in Engineering (College of Engineering) in the Catalog. To learn more about requirements for the joint business/engineering degree, consult the Undergraduate Program
Admission

Students enter the Tippie College of Business in one of two ways: direct admission or standard admission. All students admitted to the Tippie College of Business must follow the Tippie Honor Code. Students who meet the admission requirements may be denied admission upon evidence of postsecondary academic misconduct or other violations of the honor code. Students are required to meet with the associate dean, undergraduate programs, to discuss incidents of academic misconduct.

Admission standards are set by the Undergraduate Program Committee. All admission appeals are reviewed by the Undergraduate Program Office. Prospective students must submit acceptance of admission offers and all transcripts showing course work that satisfies the Tippie College of Business admission requirements to the University's Office of Admissions by the appropriate deadline. Letters of recommendation are not accepted. For more information about application and admission, contact the Undergraduate Program Office.

Direct Admission

Direct admission is designed to enable highly qualified high school students to enter the college directly after high school. Applicants must have a composite ACT score of 26 or higher (or SAT equivalent) and a high school g.p.a. of 3.60 or higher (on a 4.00 scale) to qualify. Applicants who do not meet these criteria but who present a strong academic record are carefully considered through a petition process.

Incoming high school students who are admitted to the College of Liberal Arts and Sciences as pre-business students may inquire about their admission decision by contacting the assistant dean and director of admission in the Tippie College of Business Undergraduate Program Office. For more information about admission requirements, see Admissions on the Tippie College of Business website.

Additional requirements for declaring a major in accounting include a University of Iowa g.p.a. of at least 3.00 and a cumulative g.p.a. of at least 3.00; a g.p.a. of at least 2.67 (B-minus average) in ACCT:2100 Introduction to Financial Accounting and ACCT:2200 Managerial Accounting; and a passing score on the Department of Accounting writing assessment.

Students granted direct admission to the college are eligible to apply for first-year scholarships. The application process is competitive and is based on high school record and an application essay.

Standard Admission

University of Iowa students are eligible to apply to the Tippie College of Business through standard admission if they have completed at least 12 s.h. of course work; have completed the four prerequisite courses for admission to the college listed under "Common B.B.A. Requirements" in the Bachelor of Business Administration Requirements [p. 1] section with grades of C or higher; have a g.p.a. of at least 2.75 on the prerequisite courses, on all college course work completed, and on all University of Iowa course work. Transfer students who have completed the prerequisite courses and meet the grade-point average requirements also may apply through standard admission.

Requirements for declaring a major include completion of ACCT:2200 Managerial Accounting, ECON:1200 Principles of Macroeconomics, and MSCI:1500 Business Computing Essentials; see “Common B.B.A. Requirements” in the Bachelor of Business Administration Requirements [p. 1] section. Additional requirements for declaring a major in accounting include a University of Iowa g.p.a. of at least 3.00 and a cumulative g.p.a. of at least 3.00, a g.p.a. of at least 2.67 (B-minus average) in ACCT:2100 Introduction to Financial Accounting and ACCT:2200 Managerial Accounting, and a passing score on the Department of Accounting writing assessment.

Applications for standard admission must be submitted online. Application deadlines are May 1 for fall admission and December 1 for spring admission; applicants should meet all admission requirements by the end of the semester in which they apply. Admission is not granted for the summer session or the three-week winter session. Applicants transferring from another college or university are held to the application deadlines. Grades from the three-week winter session do not count toward admission for the following spring semester, and grades from a summer session do not count toward admission for the following fall semester. Students who are denied admission may file an appeal for denial of admission to business if they can provide documentation of extenuating circumstances that affected their academic performance.

Nondegree Admission

Students visiting from another institution who wish to enroll in undergraduate courses in order to earn credit that they can transfer to their home institution may be granted admission as undergraduate nondegree students. Nondegree students are not guaranteed access to specific courses; they must have the approval of the department offering the course and may earn no more than 9 s.h. in nondegree status.

Reentry Policy

All students who have been enrolled in another college or university since leaving the University of Iowa are required to submit official transcripts along with an application for reentry. Completed application materials must be received at least two weeks before the opening of classes. Reentry students are held to the requirements that are published in the University of Iowa General Catalog for the session in which they reenter.

Absent for 12 months or more—in good standing:

Students absent from the University of Iowa for 12 months or more who left in good standing must apply to the UI Office of Admissions as returning students and must contact the Tippie College of Business Undergraduate Program Office for advising before registration. Good standing is defined as not on probation and not dismissed for any reason.

Absent for 12 months or more—not in good standing:

Students absent from the University of Iowa for 12 months or more who were not in good standing when they left the University must file a petition with the Tippie College of Business Undergraduate Program Office to be reinstated. If the petition is approved, the student must apply to the UI Office of Admissions as a returning student; the Undergraduate Program Office notifies the Office of Admissions that a student’s petition for reinstatement has been approved. The student also must schedule an appointment to see an advisor in the Tippie College of Business for advising before registration. Not in good standing
is defined as being on probation or having been dismissed from the Tippie College of Business due to unsatisfactory scholarship, academic misconduct at the University of Iowa or at another institution, or a violation of the Tippie College Undergraduate Honor Code. Students who have been officially dismissed follow the procedures for reinstatement.

**Absent for less than 12 months—in good standing:** Students absent for less than 12 months are not required to file an application for reentry. Students who were in good standing when they left the University should contact the Tippie College of Business Undergraduate Program Office for advising before registration. Reentry is approved regardless of any admission requirement changes.

**Absent for less than 12 months—not in good standing:** Students absent for less than 12 months are not required to file an application for reentry. Students who were not in good standing when they left the University must consult with an advisor in the Tippie College of Business; the student may be readmitted on probation. Readmitted students should contact the Tippie College of Business Undergraduate Program Office for advising before registration. Reentry is approved regardless of any admission requirement changes. Not in good standing is defined as being on probation or having been dismissed from the Tippie College of Business due to unsatisfactory scholarship, academic misconduct at the University of Iowa or at another institution, or a violation of the Tippie College Undergraduate Honor Code. Students who have been officially dismissed follow the procedures for reinstatement.

### Academic Plans

#### Four-Year Graduation Plan

The following checkpoints list the minimum requirements students must complete by certain semesters in order to stay on the University's Four-Year Graduation Plan.

The following checkpoints are designed for students who enter the University as direct admission or pre-business students. In order to stay on the plan, pre-business students must maintain the grade-point averages required for admission to the Tippie College of Business and must apply for admission to the college the semester that the four prerequisite courses will be completed, but no later than before the fifth semester begins. The Four-Year Graduation Plan is not available to students who choose to pursue a double major in the college or to those enrolled in a joint degree program.

Students must take BUS:3000 Business Communication and Protocol during their first year after admission to the Tippie College of Business, except direct admission students, who take the course during their second year.

**Before the third semester begins:** ECON:1100 Principles of Microeconomics, MATH:1380 Calculus and Matrix Algebra for Business, and STAT:1030 Statistics for Business, or equivalents; and at least one-quarter of the semester hours required for graduation

**Before the fifth semester begins:** ACCT:2100 Introduction to Financial Accounting, ACCT:2200 Managerial Accounting, and ECON:1200 Principles of Macroeconomics, or equivalents; all General Education requirements; and at least half of the semester hours required for graduation

**Before the seventh semester begins:** business core requirements, approximately half of the course work in the major (varies by major), and three-quarters of the semester hours required for graduation

**Before the eighth semester begins:** approximately three-quarters of course work in the major (varies by major)

**During the eighth semester:** all remaining course work in the major and a sufficient number of semester hours to graduate

### Iowa Degree in Three

Iowa Degree in Three is designed for students who are academically prepared to complete more semester hours per term than average or who come to the university with completed college credits. It is a flexible, affordable option developed to meet the needs of highly motivated students.

Students sign an agreement during their first semester of enrollment; meet with an advisor at least once a semester to review their plans and progress; take courses during summer sessions, if necessary; meet specific course checkpoints; and maintain the grade-point average required for the major.

The Tippie College makes several assumptions about candidates for the Iowa Degree in Three:

- students are not held for more than two English as a Second Language classes.
- students are prepared to enroll in MATH:1380 Calculus and Matrix Algebra for Business during their first enrollment at the University of Iowa;
- students have fulfilled the General Education World Language requirement before matriculation;
- students are direct admits to the Tippie College of Business;
- students have earned at least 15 s.h. of college credit before matriculation; and
- students are not held for more than two English as a Second Language classes.

The Iowa Degree in Three is available for any of the majors offered by the Tippie College of Business.

#### Career Advancement

Tippie College of Business graduates enjoy a high placement rate. Over 90 percent of students reported that they found permanent employment, were pursuing graduate degrees, or were not seeking employment six months after graduation. Visit the Pomerantz Career Center website for more information.