

Steps to Begin your SBU MBA

SBU's Distance Learning MBA is presently in the process of being accredited. Until that process is complete, students can take VLC courses for credit as a student enrolled in SBU's currently accredited MBA program. Once the Distance Learning MBA accreditation is finalized, SBU will administratively transfer students to this Distance Learning MBA program. The accrediting process is expected to be complete in the fall of 2008.

Step 1- Decide to take Southwest Baptist University's Program.

MBA - MASTERS IN BUSINESS ADMINISTRATION (39 HOURS)

History of Management Thought (1 hour) MGMT 5000
Management for Results (3 hours) MGMT 5233
Financial Accountability (3 hours) ACC 5223
Marketing Management (3 hours) MKT 5023
Management Information Systems and E-Commerce (3 hours) CIS 5123
Organizational Behavior and Servant Leadership (3 hours) MGMT 5043
Quantitative Business Research (3 hours) BUS 5083
International Business (3 hours) BUS 5053
Business Communications (3 hours) BUS 5023
International Finance (3 hours) FIN 5033
International Trade (3 hours) ECO 5053
Organizational Strategy (3 hours) MGT 5093
Ethical Leadership (3 hours) LDR 5043
Comprehensive Exam Review (2 hours)

(Courses may be offered in a different sequence than listed)

Step 2- Apply to a VLC Provider by registering online at www.VLCglobal.com. Click "My Home" and "Apply". The direct link is www.vlcglobal.com/Student/Application_Student.aspx.

Step 3- Successfully pass the Orientation Course (OC) once logged in at www.VLCglobal.com

Step 4- Receive approval from Provider. Once you pass the Orientation Course and your Provider approves you for the program your application will be directly forwarded to SBU.

Must meet these requirements: (See SBU application for potential changes)

- A baccalaureate degree verified on original transcript in original sealed envelope. (International transcripts sent through evaluator as noted below.)
- An overall grade point average (G.P.A.) of 2.75 in previous college work
- Three reference/recommendation letters, on letterhead and in sealed envelopes



International prospective student must also meet these requirements:

- If first language is not English, must demonstrate a TOEFL score of at least 550 (CBT=213 or Internet score=79) SBU Institutional Code is 6664.
- Transcript “course by course” evaluation done by an organization such as ECE.
Educational Credential Evaluators, Inc. (ECE)
P.O. Box 92970
Milwaukee, WI 53202-0970
<http://www.ece.org> (Applications are online)

If you have had an evaluation done previously, a copy will do.

Step 5- Send your undergraduate transcript(s) to:

Master of Business Administration
College of Business & Computer Science
Southwest Baptist University
1600 University Avenue
Bolivar, MO 65613

Step 6- After the University accepts you, “Enroll” under “My Home” at www.VLCglobal.com.

Step 7- Enter your SBU student ID number and select the course you would like to start.

Step 8- After registering, pay for the course using Paypal.

Step 9- Begin your MBA coursework and attend mentoring sessions once every two weeks.

We are delighted to have you in the program and wish you great success. If at any time you are in need of assistance or technical help, please go to the Support tab in the VLC website or email Support@VLCglobal.com.

