

MBA Comprehensive Exam Information Sheet
Effective Fall 2013 or Spring 2014 Exam

The Sul Ross State University Department of Business Administration requires all MBA candidates to pass the MBA Comprehensive Exam as a condition for earning the MBA degree.

Eligibility

- Full admission into the Graduate Program
- Successful completion of 24 sch of graduate course work
- Overall Graduate GPA 3.0 or higher
- Completed and submitted the [Application for Candidacy](#) or <http://www.sulross.edu/page/460/business-administration-degree-plans-forms>

MBA Exam Dates, Times and Location

The MBA Comprehensive Exam is administered online in Blackboard promptly at 2 p.m. Central Daylight Time (CDT). Students must log on to Blackboard no later than 1:45 p.m. CDT. Alpine Face-to-Face students must report to the Bryan Wildenthal Library 2nd Floor Computer Classroom by 1:45 p.m. CDT. Online students may use a computer at a location of their choice; a strong, reliable Internet connection is required to avoid test disruption and termination. Once the exam has been opened by the student, the exam is considered as taken. A phone number will be provided should a justifiable and unexpected situation occur. Students must notify the exam proctor immediately if connectivity issues are experienced. All instructions provided by the exam proctor must be followed.

Graduation Semester	Exam Date & Time	Registration Deadline
Fall 2013	Tuesday, October 22, 2013, 2 – 5 p.m. CDT	July 10, 2013
Spring 2014	Tuesday, March 25, 2014, 2 – 5 p.m. CDT	December 10, 2013
<ul style="list-style-type: none"> • Online Students: Sign on to Blackboard by 1:45 p.m. CDT • Alpine F2F Students: Go to the Bryan Wildenthal Library, 2nd Floor Computer Classroom, 1:45 p.m. CDT 		

Content of Exam, Effective Fall 2013

The exam is composed of 75 multiple-choice questions covering content from the following courses:

Course Number	Course Name	# of Exam Items
ACC 5307	Accounting for Management	15
ECO 5303	Managerial Economics	15
FIN 5306	Seminar in Financial Management	15
GBA 5301	Business Strategy	15
MKT 5305	Seminar in Marketing	15

Review Materials and Test Strategies

Once you have officially registered for the exam, please contact each of your MBA professors to obtain study materials and test strategies to help you prepare for the MBA Comprehensive: Dr. William Green, 432-837-8067 wgreen@sulross.edu; Dr. Pam Marett, 432-837-8071, pmarett@sulross.edu; Robert Matthews, 432-837-8246, Matthews@sulross.edu Our advice is for you to prepare adequately for this exam; passing the exam the first time is our hope for you. Good luck in achieving your goal!

Retake, if exam not passed

In accordance with the *University Catalog*, if a student does not pass the exam on the first attempt, a second attempt may be permitted in the same semester, in accordance with stipulations established by the graduate committee and department. The third and final attempt, if necessary, requires the consent of the major advisor, department chairman, and Dean; if approved, the third attempt will be scheduled on a designated date the following semester by the graduate committee. This may cause a delay in graduation. Designated dates of additional attempts will be announced by the Department of Business Administration and the Graduate Committee.

_____ (Your Name)

Submission—please print a copy for your records.

Email both pages as an attachment to: Alicia Layne, Department Secretary, alayne@sulross.edu

Mail to: P. O. Box C-35, BAB 316, Alpine, TX 79832

Phone: 432-837-8066 Fax: 432-837-8003

Please follow-up with an email or phone call to confirm this form has been received.

