

SCHOOL OF BUSINESS AND ENTREPRENEURSHIP

MBA ONLINE

GENERAL INFORMATION MBA ONLINE FOR STUDENTS

Introduction

The MBA online is a program in which the mode to deliver the courses is online. Course content, resources and institutional administrative and academic policies are the same as the traditional MBA program. In order to solve any doubt that students may have, the following information clarify the most frequent questions placed by prospective students.

♣ How long will it take to complete the degree?

It depends on how many courses you take per academic term. I recommended two term courses which will allow you to complete the master's degree in eighteen months.

♣ How long will it take to complete each course?

Each course covers a period of eight weeks and accessible 24 hours a day, 7 days a week. The program has five (5) enrollment periods per year.

♣ How does an online course works?

When you are enrolled in the program and have made the payment, you are assigned a username and password. That allow you access to content of courses, the teacher and classmates directly via the Internet. As in the traditional class is expected to complete diagnostic tests, readings and interpretations of the textbook and articles assigned, case studies, research, quizzes, tests and other activities required in the course. Each student is expected to contribute with their ideas and impressions through discussions in the conference area of the course.

♣ Can I complete the entire master degree by Internet?

You can complete all the courses from the comfort of your computer.

♣ Can I combine online courses with classroom courses?

It allows students to take core courses using the traditional modality. The required courses and specialty electives are taken under the online mode only.

♣ How do I communicate with the teacher and my classmates?

Communication is fundamental to the program. You can do this using the area Communication of the platform or by the private email on the course. In some cases your Internet service provider confront problems or are in process the server maintenance and cannot access the course, you can communicate through phone (787-743-7979 Ext. 4650, 4973 or 4118) fax (787-704-2732) or visiting the physical facilities of the School of Business and Entrepreneurship at the Universidad del Turabo.

♣ Is there a difference between the degrees awarded online and the traditional program?

There is no difference between the diploma awarded in the online mode and the granted in the traditional mode. In fact, students in the MBA Program Online participate the same Graduation Ceremony with the students of the traditional program.

♣ How many credits are required to complete the degree?

It requires a total of 39 credits, which are broken down as follows:

- ♣ seven core courses (21 credits)
- ♣ 4 specialty courses (12 credits)
- ♣ 1 specialty elective (3 credits)
- ♣ 1 course required to finish the degree (3 credits)

♣ What are the tuition costs?

Tuition costs include the cost per credit of \$ 216 plus service fee and technology of \$ 420 per semester. Each course consists of three (3) credits.

♣ What types of financial aid are available?

Information on financial aid are available on the following page:

<http://ut.suagm.edu/es/ut/asistencia-económica>

♣ How I can apply for admission to the program?

See Institutional Admission Requirements section.

♣ If I have questions about the Online MBA program who do I call?

You can contact the MBA Program Office Online School Business and Entrepreneurship at Universidad del Turabo at 743-7979 Ext. 4973, 4650, 4117 or 4118.

♣ How are exams administered?

The exams are taken online through the same course. Each teacher has discretion to determine when to take the test and how long it will be available. If a student faces problems to take the exam on the day and the time specified by the teacher, you should contact the teacher to arrange a new date.

♣ Is the Online MBA program is accredited?

The program is accredited by the Board of Education of Puerto Rico and the "Middle States Commission on Higher Education".

♣ When do online courses begin?

The academic calendar Online MBA Program is equal to the traditional program. You can ask for admission at any academic term of the year and start the courses in August, October, January, March, May, or June-July. For dates accurate you should contact the School of Business and Entrepreneurship at 787-743-7979 Ext. 4973, 4650, 4117 or 4118.

♣ What is expected of a student in online courses?

It's a very important question because distance education is not for everyone, so you:

- ♣ can and should study independently
- ♣ be self-disciplined and flexible
- ♣ have management skills and computer use skills
- ♣ should manage a different interaction (than face to face) with the teacher and fellow classmates
- ♣ should feel comfortable with communication by email

ACADEMIC STANDARDS

♣ What is the process for dropping a course?

To request a partial or total withdrawal, the student shall file the application within the dates assigned, via e-mail (vdones@suagm.edu) or call Online MBA office by phone at 787-743-7979 Ext. 4973, 4650, 4117, 4118. It is important that you understand that if you cannot complete the course, file a withdrawal immediately because, otherwise, the teacher will assign the grade earned.

♣ How do you measure the course attendance?

For a student to keep up with the assigned material in the courses must spend a

minimum of six (6) hours per week per course. In the form of Internet distance education, attendance will validate with the access to the course. Student must have been active in the course for at least one week.

♣ When and how I can apply for a course incomplete and how I remove it?

The student will receive the provisional classification of Incomplete only for not taking the final exam during the period allocated and if you keep the minimum partial notes required. The incomplete grade may be removed if the student completes the work required in the academic session, during a period of 30 days from the beginning date of classes and according to the dates specified in the academic calendar.

TECHNICAL

♣ Should I be an expert in handling computers?

You do not have to be an expert, but you should have keyboarding, Windows and Internet browser skills.

♣ What kind of computer do I need?

See the Technical Specifications section.

♣ Who should I contact if I have technical questions?

When you confront technical problems you can contact for help the technical support cell 939-644-7923.

♣ How I can access online courses?

To access the courses you must formalize your class program by paying the tuition and fees and communicate with the Director of Online MBA who authorizes the server administrator for the assignment of the username and password granting you the access to the course.