

## Request for Calendar Change Form

Tracking No:  
(Senate Secretary's Office  
use only)

Date:

19/11/2013

To Secretary of Senate  
From Name(Dean):

Faculty

Bahram Dadgostar

Business Administration

Department the change relates to

Faculty of Business Administration

Contact Person

Naqi Sayed

Is the proposed calendar change Graduate

### Instructions:

1. In all cases please complete and attach section 1 and 2
2. If the calendar change affect other departments/schools/faculties complete and attach section 3
3. If the answer to any of the questions below is yes, explain. Attach separate sheets with reference to the question

1. Do the proposed changes affect other departments/ schools/faculties in terms of their calendar change?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
2. Is a transition plan needed for student in progress?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
3. Are the proposed changes likely to affect student enrollment in your department/school/faculty?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
4. Are the proposed changes likely to affect student enrollment in other departments/schools/faculties at Lakehead University?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. Will the proposed changes require additional teaching space and/or teaching staff and/or equipment and/or other resources?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
6. Will the proposed changes affect existing teaching loads within your department/school/faculty?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
7. Will the proposed changes increase demand for teaching support services such as the library, computing services and technical staff ?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
8. Will the proposed change require direct or in-kind support from outside the academic unit?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
9. Do the proposed changes include change in course(s) which is/are required core course(s) for a major?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
10. Do the proposed changes include a change in course which is	Yes	No

- service/required course(s) in another program?  Yes  No
11. Do the proposed changes include change in course(s) which is/are open elective available to any student in any program?  Yes  No
12. Do the proposed changes include change in course(s) which is/are elective in a major i.e. restricted to students in a major?  Yes  No

Signatures:

Date approved by faculty council

25/10/2013

### Section 1

#### Description of the Proposed Calendar Change:

Changes to the admission requirement for Masters of Business Administration Program waiving GMAT/GRE condition for applicants who successfully complete MBA Qualifying Program conducted by Faculty of Business Administration, Lakehead University.

#### Rationale of the Proposed Calendar Change(s):

(Corresponding to Section 2 where required)

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Faculty of Business Administration would like to establish an MBA Qualifying program managed by the Faculty and financed by its own resources. Income generated by the program will be shared equally with the University.

The proposed program is expected to benefit both domestic and International students. At present GMAT or GRE are not being offered in Thunder Bay. The closest center is located in Duluth for which domestic applicants have to cross the border and incur additional expenses. International students registered in educational institutions in Thunder Bay who are interested in the MBA program have to travel to Toronto or Winnipeg to take the GMAT/GRE exam. Despite our requests, both the examining bodies have declined to add a regular examination centre in Thunder Bay. In order to continue to grow MBA program it is important to offer an alternative mode of entry to potential students while maintaining academic standards. This growth will support Lakehead University's strategic priorities of internationalization and capacity management.

The program will also be available to international students who would like to come to Canada to study in an MBA program which is being offered by a reputed institution but are being constrained by high GMAT/GRE score requirement. The MBA Qualifying Program will also provide an opportunity to international students to socialize and familiarise themselves with Canadian education, ensuring a smooth transition to our MBA program.

## Section 2

Existing Calendar Entries:  
(Page reference based on hard copy or URL based on electronic version of calendar)

Proposed Calendar Entries/Addition/ Deletion  
-If only addition, specify page number and placement in university calendar  
-If only deletion, write Deleted

1

<http://navigator.lakeheadu.ca/~Catalog/ViewCatalog.aspx?htmlink=true&pageid=viewcatalog&catalogid=19&topicgroupid=9127>

### Admission Requirements

In addition to the general admission requirements for Graduate programs the following minimum requirements also apply:

- Four-year degree or three year degree plus five additional full-course equivalents (10 half courses at the second year level or higher; a minimum of six courses must be at the third or fourth year level, and not already used for any degree considered for admission into this program).

GMAT with recommended score of 500, or a GRE General Exam with recommended combined score of 1000 (prior to August 2011) or GRE revised General Test score of 300 (after August 2011)

- Statement of academic intent of 750-1000 words, to outline the nature of the academic and work history, the academic and career goals, and the strengths and weaknesses of the applicant.

- Curriculum Vitae.

Preference will be given to applicants with more than two years of general work experience.

Applicants with experience greater than 5 years at a middle or upper level managerial position, or professional designations such as CA, CMA, CGA, CFA, CHRP and CFP and other recognized designation will be looked on favorably and may be considered in cases of less than required undergraduate average or GMAT/GRE score. Graduates of the Faculty of Business Administration with an excellent academic record will be considered for a waiver of the GMAT/GRE requirement.

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GMAT with recommended score of 500, or a GRE General Exam with recommended combined score of 1000 (prior to August 2011) or GRE revised General Test score of 300 (after August 2011), or successful completion of MBA Qualifying Program conducted by the Faculty of Business Administration.

- Statement of academic intent of 750-1000 words, to outline the nature of the academic and work history, the academic and career goals, and the strengths and weaknesses of the applicant.

- Curriculum Vitae.

Preference will be given to applicants with more than two years of general work experience.

Applicants with experience greater than 5 years at a middle or upper level managerial position, or professional designations such as CA, CMA, CGA, CFA, CHRP and CFP and other recognized designation will be looked on favorably and may be considered in cases of less than required undergraduate average or GMAT/GRE score. Graduates of the Faculty of Business Administration with an excellent academic record will be considered for a waiver of the GMAT/GRE requirement.

**Section 3**

The Faculty(ies) affected by the proposed calendar change

**I have been consulted regarding the attached calendar change and understand the academic and budgetary implication on my Dept./School/Faculty.**

I agree to this calendar change proposal

Yes

No

Name:

Bahram Dadgostar

Faculty:

Faculty of Business Administration

Date:

NOV 19, 2013

Signature of Dean

