



Graduate Programs Handbook

2026 – 2027

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Graduate Academic Programs

Welcome to the Marilyn Davies College of Business at the University of Houston–Downtown! This Graduate Programs Handbook is intended to serve as a resource for all enrolled MDCOB graduate students by clarifying important university, college, and program–specific policies and procedures. Official information is available in the [UHD 2026-2027 Graduate Catalog](#). In the event that there is a discrepancy between this document and the catalog, the catalog is presumed to be correct.

At the Marilyn Davies College of Business, we offer three AACSB-accredited graduate degrees designed with working professionals in mind: the Master of Business Administration (MBA), the Master of Professional Accountancy (MPAC), and the Master of Security Management (MSM). Each program blends academic expertise with practical industry insight. Our unique Corporate Fellows model, where experienced business leaders co-teach courses alongside our respected faculty to connect theory with real-world application.

Master of Business Administration

The MDCOB [Master of Business Administration](#) offers stackable credentials and micro–credentials, enabling students to earn one or more Certificates or Specializations while completing the MBA. All students complete a core curriculum and then select one of three pathways to fulfill the remaining credit hours: 1) a Graduate Certificate, 2) two Specializations, or 3) five electives.

Master of Professional Accountancy

To train the next generation of board-certified accountants, UHD offers the [Master of Professional Accountancy program](#) to accounting students looking to excel in their profession. The program is designed to build upon students' accounting knowledge and is intended to qualify candidates to sit for the CPA exam.

Master of Security Management

The online [Master of Security Management](#) is an innovative program developed in collaboration with leaders in security management. The goal of the program is to provide students with the knowledge and skills necessary to address the continuously changing cybersecurity and global security environment. It offers [Certificates in Cybersecurity and Enterprise Security](#).

Stand–Alone Graduate Certificates

Graduate Certificates are also available to students who are not enrolled in the MBA program. The Certificates, courses, and professors are the same ones available to MBA students. Please see the [MDCOB webpage for Stand–Alone Graduate Certificates](#).

MDCOB Defining Characteristics

Corporate Fellows

Both the MBA and MPAC programs feature a unique [Corporate Fellows model](#), where every class is co-taught by a faculty professor alongside a seasoned Houston business leader. Fellows bring real-world expertise in fields like finance, banking, supply chain, energy, and HR directly into the classroom, ensuring students can apply what they learn to their careers right away.

AACSB Accreditation

For more than 25 years, the [MDCOB has proudly earned accreditation from AACSB International](#), the gold standard in business education worldwide. This distinction places UHD among an elite group of institutions committed to excellence, innovation, and real-world impact.

Graduate Business Programs Directory

MDCOB Administration	Contact Information
Kevin Jones, Ph.D. Interim Dean	713-221-8629 joneske@uhd.edu
Reese Alexander, M.A. Assistant Director, Graduate Advising	713-221-2744 alexanderj@uhd.edu
Marilyn Dement, Ed.D. Associate Director, MPAC & MSM	713-221-8678 dementm@uhd.edu
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Policy Overview

All University of Houston (UH) campuses follow the [UH system Board policies and SAMs available through the UH Systems Policy webpage](#). Additionally, a set of policies specific to UHD is included as guidelines followed by the MDCOB Graduate Programs Office. All [UHD Policy Statements are accessible through the UHD Policies webpage](#). Many of the policies pertaining to the academic life of faculty and students are detailed in the Academic Affairs section (03). The Policy Statements found in section 03.B are specific to Graduate Studies. These policies are listed and linked below.

Graduate Policies

Policy Number	Policy Title	Effective Date
03.B.01	Graduate Policies and Program Documentation	03/21/2025
03.B.04	Grading System for Graduate–Level Courses	05/15/2023
03.B.06	Graduation and Commencement of Graduate Students	03/21/2025
03.B.07	Graduate Academic Probation, Suspension, and Dismissal	05/01/2023
03.B.24	Admission of Graduate Students	06/28/2024

MDCOB Admissions Policies and Procedures

Prospective MDCOB graduate students will apply to their program(s) of interest and receive admissions communication primarily through the Office of Graduate Admissions, though they may be in touch with the MDCOB staff as needed with specific questions and concerns. Additional details can be found in the [UHD Graduate Catalog](#).

The MDCOB Graduate Programs Office may also ask for additional information from the candidate before making a final admission decision. Prospective students will be notified of the decision in writing via email. This written notification will contain pertinent information and next steps for students, as applicable. Specifically, for conditionally admitted students, this written notification will detail the stipulations of the “conditional” status and the necessary steps/actions required to receive full admission to the program.

Appeal of an Admissions Decision

For a student denied admission to a program, an appeal may be filed through the relevant Graduate Program Director. [The appeal form is located here](#).

International Students

A prospective graduate student who is not a citizen or permanent resident of the United States, has not applied for permanent residency, or has not qualified for Texas residency based on SB 1528, should apply as an International Graduate Student and follow the application guidelines provided by the [UHD Office of International Admissions](#). Students are designated international students if they hold non-immigrant visas. Obtaining international student status is the responsibility of the applicant and is determined and administered by UHD International Admissions. MDCOB faculty and staff play no role in this determination process.

Language Proficiency

Admission to UHD academic programs requires applicants to demonstrate English language proficiency through an approved exam. UHD accepts the TOEFL (Test of English as a Foreign Language) in three formats. A minimum score of 550 is required on the paper-based test, 213 on the computer-based test, or 80 on the internet-based test. UHD also accepts a minimum score of 6.5 on the IELTS (International English Language Testing System). For additional information, see the [UHD webpage regarding language proficiency](#).

Non-U.S. Degree Credentials

Whether an applicant seeking admission to one of the MDCOB graduate degrees is a resident, non-resident, or international student, the individual must have earned an undergraduate degree from a regionally accredited university. If an applicant seeks admission based on a non-U.S. undergraduate degree, it must be evaluated by a third-party evaluation service at the applicant's expense. The service provider must provide a certified evaluation to the UHD Office of International Admissions. The credential evaluation service must be a member of the [National Association of Credential Evaluation Services \(NACES\)](#) or [NAFSA: Association of International Educators](#). Some approved evaluation services are listed on the [UHD webpage for transferring international credits](#).

Post-Baccalaureate Students

Students who intend to take courses at the graduate level within the MDCOB must apply for a Graduate Certificate or as a degree-seeking applicant. The MDCOB does not offer post-baccalaureate status at the graduate level. Students who wish to take courses at the undergraduate level must apply as a post-baccalaureate (transfer) student at the undergraduate level. Courses taken at the undergraduate level will not transfer to graduate business programs.

Transferring Graduate Credit

All transferred coursework must be at the graduate level, from a regionally accredited university, and awarded a "B" grade or above. Students who would like to apply previously earned graduate credits to an MDCOB graduate program will need to complete the [Graduate Transfer Credit Petition form](#). A syllabus and description of each course (as well as an explanation as to why each course qualifies for transfer in the program) must accompany the form and be submitted to the relevant Program Director before the end of the student's first full semester in the program. Students enrolled in a master's degree program may transfer up to 6 graduate semester credit hours of coursework from another university.

If a student wishes to take coursework at another university after matriculating at UHD, they must separately register for the intended coursework at the other university. Applying for transfer credit

approval requires submitting a syllabus and description of the course(s), as well as an explanation of why the course(s) qualify for transfer in the particular program. All petitions for transfer credit must be submitted to the MDCOB Graduate Studies Office and are reviewed with the faculty director. Transfer credit will not be granted for courses in which grades of C or lower have been earned. Students should direct questions concerning transfer credit to their Graduate Advisor. For additional information, [see the policy here](#).

Enrolled Graduate Student Advising and Resources

Advising and Registering for Classes

Upon admission, students are expected to enroll in at least one course in their acceptance semester. If a student does not enroll in their initial admitted semester, the student must submit a new application for the semester. MDCOB graduate students are encouraged to meet with their Graduate Advisor before registering for classes each semester. Students register for courses online through the [myUHD portal](#). [EAB Navigate](#) is the scheduling tool used to help streamline advising appointments with MDCOB Graduate Academic Advising.

Course Load

Graduate students can be enrolled on a full-time or part-time (1/2-time or 3/4-time) basis throughout their studies. Whether a student is considered part-time or full-time is determined by the number of courses and credit hours they are enrolled in for a given term. Enrollment status also determines financial aid eligibility and the total time it will take to complete a program.

Graduate Student Enrollment Status and Semester Credit Hours

- Full-time: 8+ hours
- 3/4-time: 6–7 hours
- 1/2-time: 4–5 hours

In general, students must be enrolled at least 1/2-time (4 credit hours) to be eligible for financial aid and/or work-study options. For students enrolled in the MBA program or a Graduate Certificate program, a full-time graduate course load during the fall and spring terms is a minimum of eight (8) credit hours. For students enrolled in the MPAC and MSM programs or the Cybersecurity Graduate Certificate program, a full-time graduate course load during the fall and spring terms is nine (9) credit hours. Depending on the program, the regular load for one combined summer session (nine weeks) is 6–9 credit hours. Students who wish to enroll in more than the recommended course load must meet with their assigned Graduate Advisor.

GatorMail

Every admitted student is assigned a GatorMail email address that serves as the official form of communication for the university. Students are expected to check their GatorMail regularly or to have their GatorMail accounts forwarded to personal email accounts of their choice. For more details, see the [UHD GatorMail webpage](#).

myUHD

Graduate students have access to their student records, biographical/contact information, course information, financials, and several resources through the [myUHD](#) student portal. It is strongly recommended that students take advantage of this access to information throughout their studies.

Gator Textbook Access Program

The Gator Textbook Access Program (GTAP) is a course materials affordability program that provides all students (undergraduate and graduate) with access to their required materials by the first day of class for a flat, per-semester fee. Course materials are defined as any item with an International Standard Book Number (ISBN) that is legally available for sale or distribution in the United States to the higher education market. This includes e-books, courseware, and clickers. Only materials marked by faculty as “required” will be included in the GTAP fee. Products and services that are not eligible for GTAP include, but are not limited to, web subscriptions, software, survey, evaluation and assessment tools, and supplies such as goggles and science and art kits. In addition, recommended materials are not included in the GTAP fee. The GTAP fee for graduate students is \$200 for the fall and spring semesters and \$128 for the summer semester, plus 8.25% sales tax.

If a student is awarded financial aid and the award surpasses the cost of tuition and fees, the GTAP cost can be covered by the aid the student has already been awarded. Students should contact the Student Financial Aid Office for questions related to their specific situations at uhdfinaid@uhd.edu. Students participating in the program will have their required digital materials available directly in Canvas LMS. Go to the “My Materials” link through Canvas. This link will provide students with a list of all the courses in which they've enrolled. For digital materials access, click the “Launch” button next to the tile.

Students may opt out of GTAP on a semester-by-semester basis. Please note that upon opting out, students will be personally responsible for procuring all course materials on their own. To opt out of GTAP, student simply access their student account and click on the “Finances” icon. Click on “GTAP Opt Out” in the left-hand column, then click the “Opt Out” button. For more information on the GTAP program, refer to the [UHD GTAP webpage](#) and the [GTAP Student FAQ webpage](#).

Canvas

Canvas is UHD's primary learning management system. Canvas is used to facilitate online and hybrid courses and supplement face-to-face courses. You can [log in to Canvas](#) once you have registered for classes. UHD has a [Canvas student guide available online](#). You can chat live 24/7 with Canvas support by using the “Help” link on the bottom left inside Canvas. You can also call the TTLC Help Desk at (713) 221 – 2786 for Support during regular business hours from 8 a.m. to 5 p.m. Monday through Friday. Submit a Help Desk request by email to TTLCHelp@uhd.edu or visit the TTLC office in ACAD 700 during regular business hours for in-person assistance.

Costs, Financial Aid, and Scholarships

The Office of Scholarships and Financial Aid

UHD offers a variety of financial aid programs to assist graduate students in meeting educational costs. The programs include scholarships, grants, loans, part-time employment, and assistantships, which may be awarded in various combinations and amounts to meet individual student needs. Because funds are limited in many programs, it is important to begin the application process early and complete the necessary applications properly and on time. To receive priority consideration for the graduate tuition grant, all necessary applications must be on file in the [Office of Scholarships and Financial Aid](#) by April 1 of each year. Most federal and state aid is awarded based on proven financial need rather than academic achievement. Also, students must be enrolled at least on a 1/2-time basis and maintain [satisfactory academic progress](#). Financial aid is generally awarded based on the fall and spring semesters, but [this webpage](#) has more information about receiving aid in the summer. Most scholarships are awarded based on academic achievement, talents, and special skills rather than proven financial need. Students are encouraged to complete a financial aid application to be considered for grants and scholarships.

Estimated Costs

The university posts [estimated tuition and fees](#) for its graduate programs.

Financial Aid Programs

Graduate students may be eligible for the following financial aid programs:

Grants

A Graduate Tuition Grant is a need-based grant made available through state tuition deregulation. It is offered to students based on financial need and the availability of funds. This grant is available to both FAFSA and TASFA students. Students must be enrolled at least half-time.

Student Loans

Low-interest Direct Unsubsidized Loans are available. They are not based on financial need. Students may defer interest payments while enrolled at least half-time. A student must be a US citizen or permanent resident and be enrolled at least half-time to participate. Maximum loan amounts vary with college grade level. Additional application and loan counseling are required.

Emergency Tuition Deferment and Book Loans

In the event of unexpected inability to pay for tuition or books, UHD graduate students can apply for an [emergency tuition deferment plan](#) (Texas residents), [a short-term tuition deferment plan](#) (non-Texas residents), and/or [book loans](#).

Academic Scholarships

Academic scholarships at UHD are intended to recognize and reward outstanding achievement and community involvement. Applicants for most scholarships, therefore, do not need to show evidence of financial need to apply. For more information on the available scholarships and deadlines, refer to the [scholarship page](#). Many academic departments at UHD also award scholarships. Students are encouraged to review the MDCOB [scholarship page](#) to find out what departmental scholarships are available.

Graduate Assistantship Positions

Graduate assistants are registered graduate students in good academic standing who may work up to 20 hours per week during the academic year in support of the educational mission of the University. These are non-tenure-track positions. An assistantship position provides students with financial support in the form of a monthly stipend of \$1,200 in exchange for up to 20 hours a week of service. Assistantship positions are available as Graduate Administrative Assistants.

Residency Information

Residency status is determined in accordance with the Rules and Regulations for Determining Residence Status, published by the Texas Higher Education Coordinating Board, and pursuant to Title 3, Texas Education Code. For questions regarding Residency, please contact the Registrar's Office at uhdrecords@uhd.edu or 713-221-8999.

Graduate Academic Policies

Academic Honesty

The Academic Honesty Code is embraced by all members of the UHD academic community and is an essential element of the institution's academic credibility. The Honesty Code states, *"We will be honest in all our academic activities and will not tolerate dishonesty."* The purpose of the Academic Honesty Policy is to deal with alleged violations of the Honesty Code fairly and consistently. The policy is administered jointly by students and faculty. It is each student's responsibility to read and understand the [UHD Academic Honesty Policy](#).

Academic dishonesty includes more than traditional plagiarism; it includes access to or use of publisher's test banks, internet services providing access to test banks, case study solutions, or any third-party assistance not approved in advance by the professor. For some classes and assignments, it includes the use of artificial intelligence (AI) platforms. Instructors state specific policies in course syllabi at the start of each semester.

Violations will be managed in accordance with standard procedures of the college and university as outlined in the Academic Honesty Policy. The professor can, in certain instances, prevent student-initiated withdrawal from a course.

Class Attendance

MDCOB graduate students are expected to attend all scheduled class meetings and remain actively engaged in their courses. Absences can be detrimental to academic performance and should be avoided. However, working professionals may occasionally have unavoidable absences because of unexpected business travel or emergencies. It is the student's responsibility to inform professors of the nature of the absences at the earliest practical opportunity, preferably in advance. Students are responsible for all information and assignments from missed classes. In cases where repeated absences make it unlikely that the student can successfully complete a course, withdrawal from class is recommended. This action is coordinated with the MDCOB Graduate Programs Office.

Good Academic Standing

According to Policy Statement [03.B.04](#), graduate programs are professional degrees and Certificates that require a sustained level of high-quality academic achievement. Consequently, students who matriculate in graduate programs are held to higher standards than students in undergraduate programs. Thus, while enrolled in any MDCOB program, students must maintain a minimum grade point average (GPA) of 3.0 to remain in good standing.

Grading System

Grade Point Average

GPA is a measure of academic achievement. GPA is computed by multiplying the grade point value by the number of credit hours in each course and then dividing the sum of all grade points obtained by the total number of hours attempted. The following formula represents the method of computing GPA. The number of grade points earned for each course equals the hour credit value of the course multiplied by the points awarded for grades received. All credit hours attempted as a part of a graduate degree will be calculated in the GPA and used in determining academic standing. Grades earned at other institutions in courses that are accepted for transfer and transferred into a graduate degree program at UHD are not calculated in the GPA at any point. Graduate students must meet the graduation requirement of a minimum 3.0 GPA.

The following grades and corresponding grade points are included in the calculation of GPA:

Grade	Performance	Grade Points per SCH
A	Superior	4.00
B	Above Average	3.00
C	Average	2.00
D	Below Average	1.00
F	Failure	0.00

I (Incomplete)

An incomplete grade is given only when an unforeseen emergency prevents a student from completing the coursework and only with the instructor's approval. A grade of "I" will be changed to a passing grade if the missing work is completed satisfactorily by the deadline set by the instructor, but no later than the end of the long semester immediately following the term in which the grade was received. An incomplete grade that is not removed by this deadline becomes an F. Repetition of a course for which an incomplete grade was received does not affect the resolution of the original grade. An incomplete grade earned in a student's graduating semester is computed as an F in determining GPA.

W (Withdrawal)

Students will not receive a grade for a course if they withdraw from the course by the Official Day of Record (see the respective [Academic Calendar](#)). Students automatically receive a grade of W for any course from which they drop after the Official Day of Record up to the drop/withdrawal deadline as listed in the Academic Calendar. Understanding these policies and any personal financial implications is the sole responsibility of the student. Class days are defined as days on which the university normally has one or more classes scheduled; not the days for which an individual student is scheduled for his/her particular classes.

S/U (Satisfactory/Unsatisfactory)

A grade of “S/U” will only be issued during semesters when extenuating unforeseen circumstances (e.g., pandemic, severe weather, disaster) have occurred. The “S/U” is a student opt-in process that requires students to explicitly contact faculty in writing (e.g., via email) to request that faculty issue an “S/U” grade instead of a letter grade. Students can submit this request at any time until the established calendar deadline for requests. A grade of “S” (i.e., satisfactory) equates to a B or above. It does not affect GPA, and the credit hours count toward graduation. A grade of “U” (i.e., unsatisfactory) equates to a C, D, or F. It likewise does not affect GPA, but the credit hours do not count toward graduation.

Appeal of Grades

Any grade that a student believes to be in error should be appealed, first to the instructor and then to the appropriate department chair, who makes the final determination on the appeal. If the student wishes to appeal this decision, they must provide new and compelling information not previously available, along with a request for review. These requests are given to the faculty director to determine if there is merit to a second review. The request will then be reviewed by a representative of the Dean’s office for final decisions. If an appeal is not made within one calendar year after the close of the semester in which the grade was received, the grade will be considered final, and no appeal will be heard. For additional information, see the [UHD webpage on grade appeals](#).

Grades for Repeated Courses

All credit hours attempted as a part of a graduate degree will be calculated in the GPA and used in determining academic standing. This policy applies to repeated courses. If a student repeats a course as a student enrolled in a graduate program, both grades are calculated in the GPA. Grades earned at other institutions in courses that are accepted for transfer and transferred into a graduate degree program at UHD are not calculated in the GPA at any point.

Additional Information on the Grading System

Additional information and rules on the UHD Grading System for Graduate Students may be found in the graduate policy statement within [PS 03.B.04](#).

Academic Probation and Suspension

The university has issued specific guidelines for academic probation, suspension, and dismissal. These guidelines may be found in [PS.03.0B.07](#). The Graduate Studies Office and advising team will monitor the student’s progress with respect to grades and provide both counsel and administration of policy decisions (including appeals) made by the program director or appropriate Associate Dean. These standards apply to all Graduate Certificate programs and graduate degree programs in the MDCOB.

Failure to maintain a 3.0 cumulative GPA will result in academic probation. Students who are on academic probation must earn a minimum 3.0 GPA on coursework each subsequent semester until the grade point deficiency is removed. Students who fail to earn a 3.0 semester GPA while on academic probation are subject to suspension from the university. Suspended students may not enroll in or audit classes at UHD for at least one year.

Reinstatement

Students who have been suspended may apply for reinstatement after one year of non-enrollment. Graduate courses completed at another university during a period of suspension at UHD will not be counted for credit at UHD. Students permitted to re-enroll remain on academic probation under the same conditions as previously described. Reinstatement is not automatic. Petitioners must include a written petition explaining the reasons they believe they can successfully meet the requirements of the program.

Dismissal

Students who receive a grade of “C” or lower in 9 cumulative semester hours, or who receive a single grade of “D” or “F” in a graduate class, are subject to dismissal from the program. Students can also be dismissed for academic dishonesty. Graduate students who are dismissed may not take graduate courses at UHD.

Appeals of Suspension and Dismissal

Students may appeal an academic suspension or dismissal decision by submitting an appeal in writing as instructed on the [UHD Appeals webpage](#). Factors influencing appeals of suspension/dismissal include the root cause of the deficiency, the number of courses remaining to make up any GPA deficiency, the availability of courses, the willingness of the student to follow the required steps, grades in other courses, and other factors as they are reviewed. Appeals must be submitted in writing to the designated Associate Dean or Dean of the MDCOB.

Discontinued (Canceled) Classes

UHD reserves the right to discontinue classes or otherwise alter the class schedule. Whenever possible, enrollment in an alternate course is completed through an administrative change form initiated by the department responsible for discontinuing the class.

Classification

Students admitted to a graduate program are classified as graduate students. Post-baccalaureate students enrolled in graduate courses (requires extensive review and approval) are governed by undergraduate policies.

Applying for Graduation

Upon completing the required master's degree plan courses, students must complete a graduation application to receive their diploma. Students must meet all catalog requirements of their program and attain at least a 3.0 GPA. Students must complete a graduation application through their [myUHD account](#) by the scheduled deadline. For information regarding the graduation application process for fall, spring, and summer (deadlines, fees, etc.), see the [Registrar's Office "Apply to Graduate" webpage](#). Students in the Master of Business Administration program are encouraged to apply for the Graduate Certificate upon completion of Certificate courses. Commencement exercises are limited to graduates in master's degree programs. Graduate Certificate students must still apply for graduation; however, Stand-Alone Certificate recipients are not eligible to participate in the event.

UHD also offers a Graduate Hooding Ceremony, allowing all graduating master's degree earners to be formally "hooded" by their program faculty with the graduate regalia before commencement. This ceremony does not replace commencement, but is rather a complementary event that offers a more intimate celebration for master's degree earners. Additional information is available at the [Graduate Hooding Ceremony webpage](#).

Master of Business Administration

UHD launched its first graduate business degree (General Management MBA) in 2012. By the fall of 2015, the MBA grew from being the smallest program in Houston to the largest. The MBA degree is structured to help current and aspiring business leaders develop the knowledge and skills needed to succeed in today's fast-paced business environment. Its design makes it a career-friendly option for working professionals who want to pursue their studies while continuing to work. It fits the needs of those who have earned an undergraduate degree in business administration and those who hold a bachelor's degree in an unrelated area and want the flexibility, expertise, and earning power of an MBA. The MDCOB also offers Stand-Alone Graduate Certificates in several areas of business administration for individuals not seeking a master's degree (see the relevant section below).

Admission Requirements

Admission requirements for the UHD MBA and for business administration Graduate Certificates are designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, with the potential to contribute to the field of business. Complete details of requirements can be found on the [MDCOB graduate admissions website](#). Prospective students who do not have an undergraduate business degree from an AACSB-accredited institution may need to complete leveling courses, which will cover business fundamentals as part of their program. There are three different admissions pathways into the MDCOB business administration graduate programs:

- Graduate Certificate
- Part-time MBA
- Full-time MBA

Admission for MBA

Admitted students are immediately eligible to take MBA core and Pathway classes. Full-time students are eligible to enroll in up to 12 credit hours per semester.

Admission Criteria

Applicants must hold a bachelor's degree from an accredited institution. Successful applicants will demonstrate potential for success via the required materials. There are additional prerequisites for students applying for admission to the MBA Accounting Certificate. Please see the "Pre-Requisite Courses for MBA Accounting and Graduate Certificate in Accounting" section for more details.

Admission Materials

- Complete the [UHD online graduate application](#).
- A personal statement of approximately 250–500 words addressing why the applicant desires

an MBA from UHD, as well as other information the applicant desires to share with the admissions committee. The applicant's letter should demonstrate strong writing skills, an expressed desire to work at the management level, a commitment to completing the degree, and a strong rationale for wanting this specific degree.

- A professional resume documenting work experience that emphasizes personal and professional accomplishments and leadership experience.
- For graduates of universities in a country where English is not the native language, a minimum score on the TOEFL (Test of English as a Foreign Language) of 550 is required on the paper-based test, 213 on the computer-based test, or 80 on the internet-based test. UHD also accepts a minimum score of 6.5 on the IELTS (International English Language Testing System).
- Payment of the application fee (waived for UHD alumni).
- Official transcript(s) from the institute where the applicant's bachelor's degree was conferred, as well as any advanced degrees (if applicable). All documents must be received from the degree/credit-granting institution. Evaluations from foreign institutions must include a course-by-course evaluation with GPA indication.
- Official transcripts should be submitted either electronically to gradadmissions@uhd.edu or by sealed mail from the prior institution to:

University of Houston–Downtown
Office of Graduate & International Admissions
One Main Street, Suite GSB 308
Houston, TX 77002

Optional Additional Admission Materials for Applicants with GPAs < 3.0

- GMAT score less than 5 years old (unless waived under admissions requirements)
- Two recommendation forms from individuals acquainted with the applicant's leadership capabilities. Letters of recommendation should come from persons sufficiently acquainted with the student to be able to comment on the potential to complete a graduate program. They should provide evidence of the applicant's excellent critical thought, motivation, and skills in studying and writing. Finally, letters should provide a strong overall recommendation.

Admission Preferences

- Strong academic ability as indicated by an undergraduate GPA of 3.5 or higher on a 4-point scale
- Well-documented work experience and professional growth, especially for applicants with lower undergraduate GPAs
- Exceptional communication skills, persuasiveness, and program fit as indicated in the applicant's personal statement.
- When applicable, leadership roles, self-driven initiatives, and impact on teams or organizations

Admission Process

Applications are managed through the Graduate Admissions Office. Once students have completed the application process, the Graduate Admissions Office notifies the Graduate Programs Office in the MDCOB that the student's application package is ready for review.

Applicant files are reviewed for completeness and consideration in the MDCOB Graduate Programs Office. The MDCOB Graduate Programs Office will communicate the admission decision to the applicant. Accepted students will be given instructions on required leveling courses and new student orientation.

Pre–Requisite Courses Graduate Accounting Courses

Admission to the Accounting Graduate Certificate program and courses requires an undergraduate degree in accounting or an undergraduate degree and completion of 15 upper–level pre–requisite accounting hours that include the following:

- Intermediate Accounting I
- Intermediate Accounting II
- Federal Income Tax: Individual or Individual Income Taxation
- Federal Income Tax for Partnerships and Corporations
- Auditing

MBA Program Information

Program Learning Outcomes

Graduates of the UHD MBA program will be able to:

- **MBA LO1:** The student will evaluate business scenarios using quantitative, ethical, and technology–assisted decision–making methods.
- **MBA LO2:** The student will demonstrate managerial skills, including communication, professionalism, and leadership competencies.
- **MBA LO3:** The student will apply core business functions.

General Degree Requirements

All MBA students are required to complete the MBA core plus one of three “pathways” that incoming students will select in consultation with their Graduate Advisor. Students who hold an undergraduate degree from an AACSB–accredited program in a field of business administration may be deemed prepared for graduate study if the core courses were completed with a grade of “C” (or equivalent) or higher. These students may begin MBA coursework immediately. Students who hold an undergraduate degree in a field other than business administration or in business from a non–AACSB–accredited

program may be required to demonstrate preparation for graduate study in business. Before enrolling in MBA courses, these students may be required to complete one or more preparatory “leveling” courses in order to gain the basic theoretical concepts and tools that are the foundations for graduate management study.

Leveling Courses

The leveling courses are condensed to the essential core knowledge that a student must have to pursue graduate business study. Incoming students may be required to take up to three such courses as listed below as prerequisites for the MBA courses if they: 1) did not take an equivalent courses as part of their previous baccalaureate program(s), 2) have a degree in business from a non–AACSB–accredited program, or 3) have a baccalaureate degree from a non–U.S. university. These courses do not apply to the MBA degree. When a student is admitted to the program, they are notified of any leveling courses that must be taken. Students are not allowed to register for these courses without specific approval from an MDCOB Graduate Advisor. All leveling courses are two (2) credit hours each. More information about these courses is available on the [Leveling Courses for MBA webpage](#).

- GBA 5209 – Foundations of Accounting and Finance
- GBA 5210 – Quantitative Methods in Business
- GBA 5211 – Professional Communication and Research Ethics

MBA Core Requirements

Students must complete all core courses unless pursuing a Certificate in an area related to a given core course, as specified below. All courses listed below are 2 credit hours unless indicated otherwise. The core courses total 15–17 credit hours.

- MBA 6091 – MBA Curriculum Assessment (0 credit hours)
- MBA 6102 – Graduate Colloquium (1 credit hour)
- MBA 6203 – Managerial Accounting and Budgeting
 - **or** – a Graduate Certificate in Accounting
- MBA 6204 – Managerial Finance
 - **or** – a Graduate Certificate in Finance
- MBA 6205 – Management of the Supply Chain
 - **or** – a Graduate Certificate in Supply Chain Management
- MBA 6208 – Marketing Management
- MBA 6217 – AI for Business Transformation
 - **or** – a Graduate Certificate in Business Intelligence
- MBA 6218 – Business Ethics and Law
- MBA 6219 – Business Leadership
 - **or** – a Graduate Certificate in Leadership
- MBA 6220 – Strategic Management and Capstone

Pathways

There are three pathways to complete the MBA, in combination with the MBA core courses above: 1) a Graduate Certificate, 2) two Specializations, or 3) five electives (see Figure 1 below). The Certificate pathway emphasizes depth in a single area of study, the Specialization pathway balances depth and breadth across two areas, and the electives pathway emphasizes breadth through coursework drawn from multiple disciplines (see Figure 2 below). Both Certificates and Specializations are noted on students' transcripts; however, only Certificates are recognized as separate credentials.

Pathway 1: Mastery

Complete a Graduate Certificate.

Each Certificate requires 15–18 credit hours as noted below. The total number of credit hours (including core courses) for each program is provided in Table 1 below. The full list of courses for each program is provided in Table 2 below. All courses listed in Table 2 are 3 credit hours.

Students enrolled in Pathway 1 may also take one Specialization, which must consist of three courses (i.e., 9 credit hours) that the student is not using to fulfill any other degree or Certificate requirements. Refer to the Pathway 2 description for details on Specializations.

Graduate Certificates

- [Accounting](#) (18 credit hours)
- [Business Intelligence](#) (15 credit hours)
- [Finance](#) (15 credit hours)
- [Human Resource Management](#) (15 credit hours)
- [International Business](#) (15 credit hours)
- [Leadership](#) (15 credit hours)
- [Project Management and Process Improvement](#) (18 credit hours)
- [Sales Management and Business Development](#) (15 credit hours)
- [Supply Chain Management](#) (18 credit hours)

Pathway 2: Synergy

Specializations

Complete two Graduate Business Specializations.

A Specialization is a micro–credential within the MBA that delivers substantial exposure to a topic without rising to the level of a Certificate. Specializations must be earned alongside a degree and cannot be conferred independently. MBA students earn two Specializations to demonstrate competency in two areas that develop their MBA core more deeply. To enroll in a Specialization, a student must be admitted to the MBA program. Students enrolled in Pathway 2 take two

Specializations only, completing 9 credit hours (i.e., 3 courses) from any two of the Specializations below, totaling 18 credit hours. The only exception is that students cannot earn Specializations in Project Management and Process Improvement because taking those six courses confers a Graduate Certificate in Project Management and Process Improvement. Students enrolled in Pathway 1 may also choose to take one Specialization, which must be three courses that the student is not using to fulfill any other degree or Certificate requirements. The total number of credit hours (including core courses) for this pathway is provided in Table 1 below. The full list of courses available for each Specialization is provided in Table 2 below.

Pathway 3: Discovery

Electives

Complete 15 credit hours (i.e., 5 courses) of electives.

Students may complete no more than 6 credit hours (i.e., 2 courses) from any given subject area (e.g., Accounting, Leadership). The total number of credit hours (including core courses) for this pathway is provided in Table 1 below. The full list of courses available as electives is noted in the final column of Table 2 below.

Figure 1: Flow Chart of Student Progress through the MBA Program

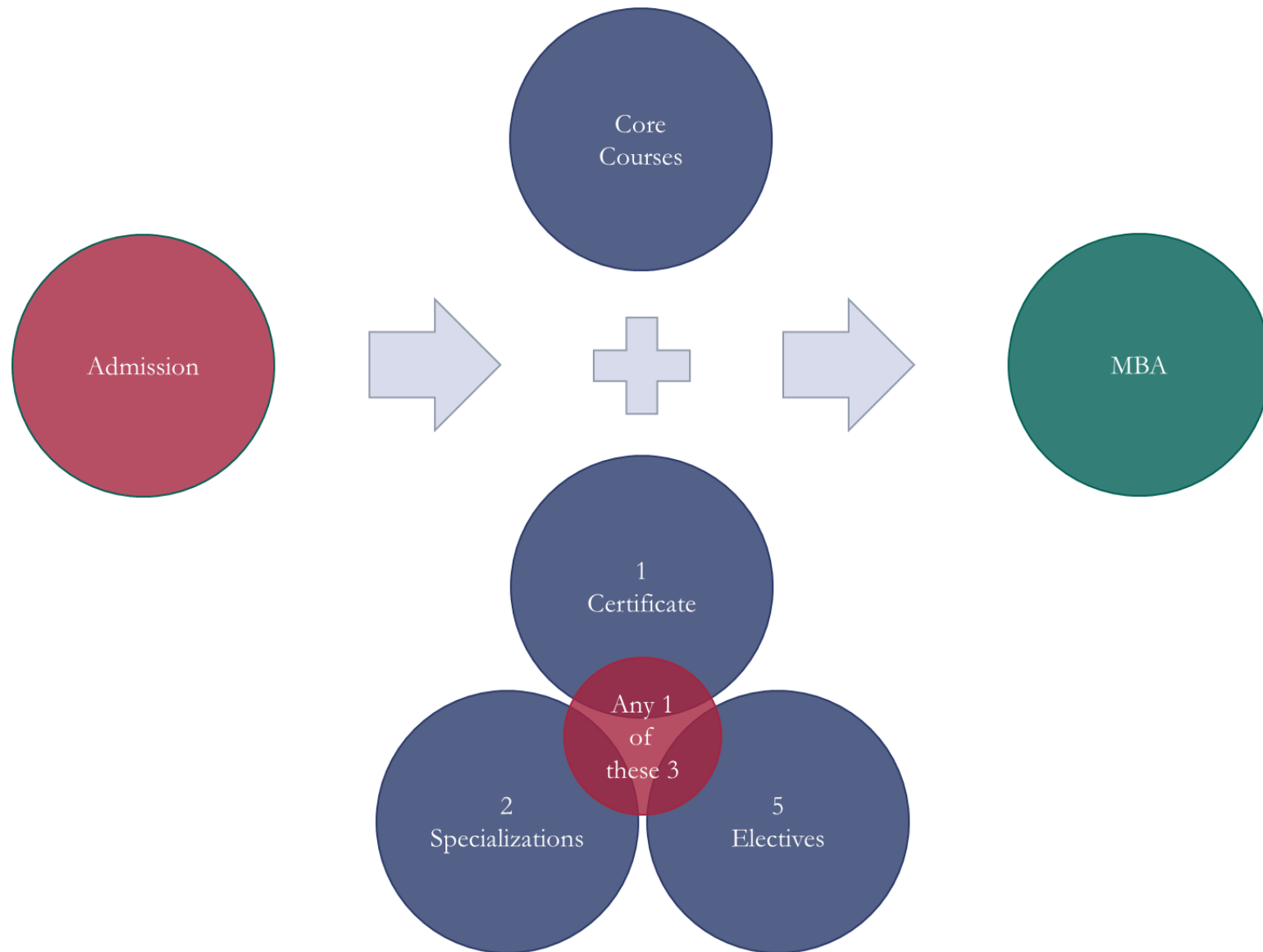


Figure 2: Comparison of MBA Core and Pathways

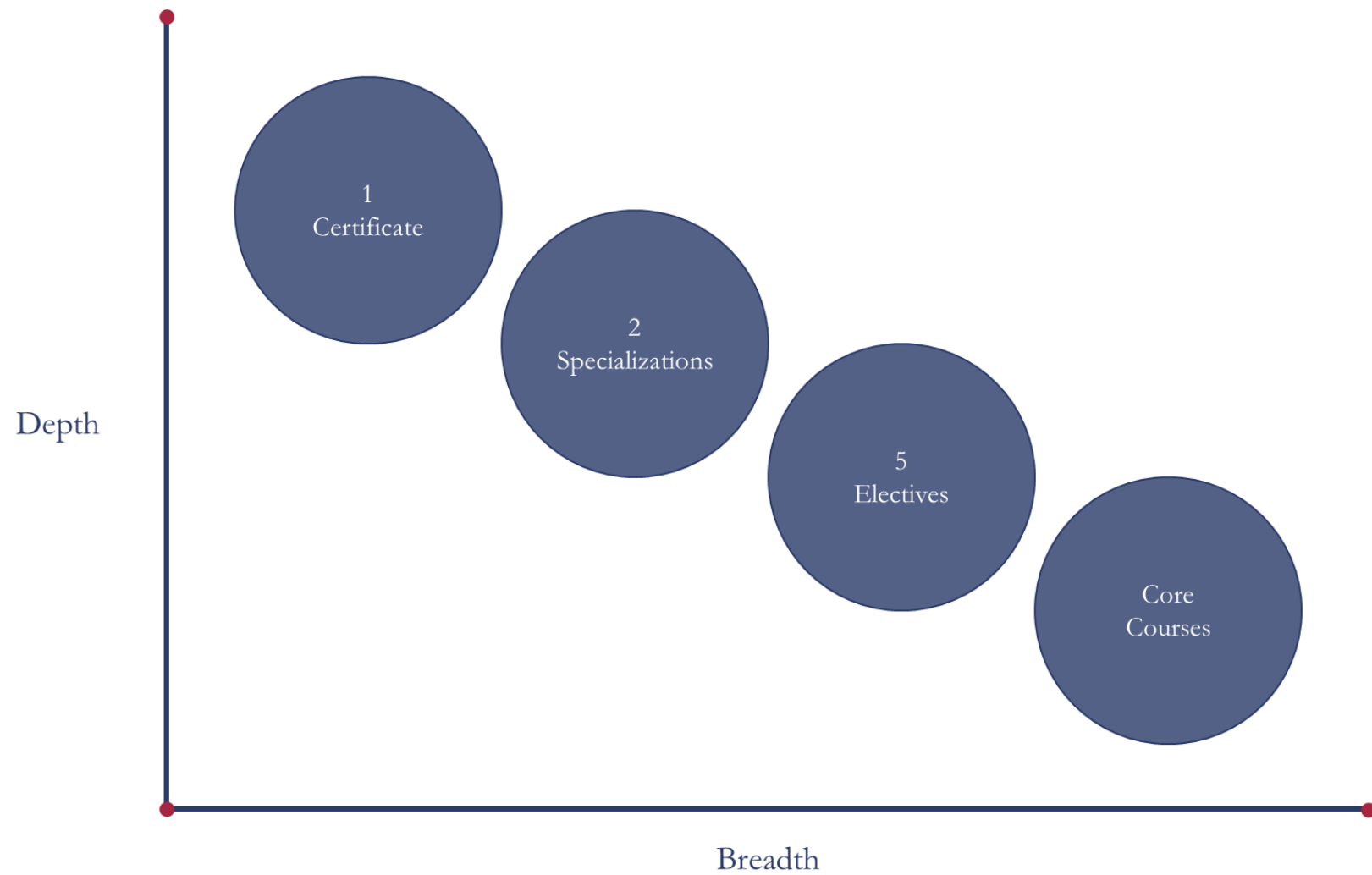


Table 1: MBA Semester Credit Hours per Pathway

Program	Number of Pathway Courses	Number of Pathway Hours	Number of Core Courses (excluding <i>MBA 6091</i>)	Number of Core Hours	Total Hours
Pathway 1: Mastery					
ACC Certificate	6	18	8	15	33
BI Certificate	5	15	8	15	30
FIN Certificate	5	15	8	15	30
HRM Certificate	5	15	9	17	32
IB Certificate	5	15	9	17	32
LEAD Certificate	5	15	8	15	30
PMPI Certificate	6	18	9	17	35
SCM Certificate	6	18	8	15	33
SMBD Certificate	5	15	9	17	32
Pathway 2: Synergy					
Specializations (2)	6	18	9	17	35
Pathway 3: Discovery					
Electives (5)	5	15	9	17	32

Table 2: MBA Certificate Courses Mapped to Specializations and Electives

Course Number	Course Title	Certificate Course	Specialization Course	Elective Course
Accounting				
ACC 6310	Advanced Taxation	Yes	Yes	Yes
ACC 6312	Advanced Auditing	Yes	Yes	Yes
ACC 6314	Accounting Research & Writing	Yes	Yes	Yes
ACC 6315	Advanced Accounting Topics	Yes	Yes	Yes
ACC 6316	Professionalism for Accountants	Yes	Yes	Yes
ACC 6318	Industry Specific Topics in Accounting	Yes	Yes	Yes
Business Intelligence				
BI 6303	Essentials of Business Intelligence and Analytics	Yes	Yes	Yes
BI 6305	Applied Data Management and Visualization	Yes	Yes	Yes
BI 6313	Advanced BI Modeling for Decision Support	Yes	Yes	–
BI 6323	Data and Opinion Mining	Yes	Yes	–
BI 6329	Business Intelligence Strategy and Performance	Yes	Yes	Yes
Finance				
FIN 6305	Communication for Finance Professionals	Yes	–	–
FIN 6315	Financial Forecasting	Yes	Yes	Yes
FIN 6320	Investment Management Statistics	Yes	Yes	Yes
FIN 6321	Capital Markets and Investment Planning	Yes	Yes	Yes
FIN 6325	Advanced Corporate Finance	Yes	Yes	Yes
Human Resource Management				
HRM 6310	Legal Environment of Human Resource Management	Yes	Yes	Yes
HRM 6315	Talent Acquisition: Attraction and Selection	Yes	Yes	Yes
HRM 6320	Talent Management: Engaging and Retaining Employees	Yes	Yes	Yes
HRM 6325	Compensation and Benefits	Yes	Yes	Yes
HRM 6370	Strategic Human Resource Management	Yes	Yes	Yes
International Business				
FIN 6323	International Banking and Finance	Yes	–	Yes
INT 6350	International Study Abroad	Yes	–	Yes

(International Business, continued)

MGT 6322	International Management	Yes	–	Yes
MKT 6326	International Marketing and Global Firm Performance	Yes	–	Yes
SCM 6319	International Strategic Sourcing	Yes	–	Yes
Leadership				
LEAD 6305	Leading from Within	Yes	Yes	Yes
LEAD 6310	Leading with Influence	Yes	Yes	Yes
LEAD 6315	Leading High-Performance Teams	Yes	Yes	Yes
LEAD 6320	Leading in a Dynamic World	Yes	Yes	Yes
LEAD 6370	Leadership Lab	Yes	–	–
Process Management and Process Improvement				
PMPI 6303	Project Management Overview	Yes	Yes	Yes
PMPI 6311	Project Life Cycle–Initiating, Planning, and Executing	Yes	Yes	–
PMPI 6313	Project Life Cycle–Monitoring, Controlling & Closing	Yes	Yes	–
PMPI 6321	Change Management & Leadership	Yes	Yes	Yes
PMPI 6323	Process Improvement Tools & Techniques	Yes	Yes	–
PMPI 6328	Process Improvement Applications	Yes	Yes	–
Sales Management and Business Development				
SALE 6305	AI–Driven Selling and Sales Analytics	Yes	Yes	–
SALE 6310	Sales Negotiation & Communication	Yes	Yes	Yes
SALE 6315	Sales Enablement and Salesforce Performance	Yes	Yes	Yes
SALE 6320	Digital and Social Selling	Yes	Yes	–
SALE 6325	Applied Sales Strategy	Yes	Yes	–
Supply Chain Management				
SCM 6305	Leadership in Supply Chain	Yes	–	–
SCM 6308	Legal Aspects of Supply Chain Management	Yes	Yes	–
SCM 6315	Logistics	Yes	Yes	Yes
SCM 6318	Strategic Sourcing and Procurement	Yes	Yes	–
SCM 6323	Operations and Supply Chain Management	Yes	Yes	Yes
SCM 6325	Decision Modeling for Supply Chain Managers	Yes	Yes	Yes
Other				
INT 6350	International Study Abroad	–	–	Yes
MBA 6390	Special Topics in Business	–	–	Yes

Additional Requirements

Attendance Policy

Students enrolled in the UHD MBA program are expected to attend all scheduled classes. Because these hybrid courses meet half the normal class time, absences can be devastating to academic performance. However, working professionals occasionally have unavoidable absences as a result of business travel, emergencies, etc. Students are responsible for informing professors of the nature of the absences at the earliest practical opportunity, preferably in advance. Students are accountable for all information and assignments from missed classes. In cases when excessive absences make it unlikely that the student can complete a course, withdrawal is generally recommended.

Regaining Good Academic Standing

Students who are subject to academic probation or dismissal must regain good academic standing to continue with the program. If a student fails a core course, the student must retake the course to earn a passing grade. If a student fails a Certificate, Specialization, or elective courses, the student has more options. A student intending to persist in earning a Certificate, Specialization, or credit for a specific elective, must retake any failed course(s) and earn a passing grade. However, students need only retake classes that are required by their current program(s). In other words, in the case of Certificates and Specializations, students can change programs or pathways to explore coursework that is better suited to their strengths without having to retake any failed course(s). In the case of electives, the student can simply choose a new elective without retaking a failed one. This process does not negate the need for students to regain and maintain a suitable GPA nor appeal a dismissal decision.

Transferability of Courses Between Pathways

MBA students who start a Certificate program or Specialization but who fail one or more courses or otherwise do not complete a given program can change programs or tracks. Students who passed some courses within the abandoned Certificate program or Specialization can use those courses toward another path, when possible. In other words, passed Certificate courses can be used towards electives or Specializations. And passed Specialization courses can be used as electives. For instance, if an MBA student starts a Certificate program, passes one or more classes, and then fails a class and decides to stop pursuing that Certificate, the student can use up to two of those passed classes as electives if the student changes to the Discovery pathway (if those classes are elective options or the student petitions for the classes to count as electives). If that student passes three or more classes, the student can use up to three of those classes to fulfill the requirements for a Specialization under the Synergy pathway (if those classes map to a Specialization or the student petitions for the classes to count toward a Specialization). If an MBA student starts a Specialization, passes one or more classes, and then fails a class and decides to stop pursuing that Specialization, the student can use up to two of those passed classes as electives if the student changes to the Discovery pathway (if those classes are elective options or the student petitions for the classes to count as electives).

Master of Professional Accountancy

The Master of Professional Accountancy (MPAC) will prepare students for leadership roles in accounting by producing graduates ready to take the highest certification in the field, the Certified Public Accountant (CPA) exam. This student-focused education is a gateway to success for analytical decision makers. The MDCOB is nationally accredited by the Association to Advance Collegiate Schools of Business (AACSB), the most prestigious business accrediting organization in the world.

Full-time students can graduate from the program in one year by taking 10 courses (four courses in both the fall and spring semesters and two courses in the summer). Students also can enroll part-time in fewer classes and graduate in subsequent semesters. Applications are accepted year-round (Fall, Spring, and Summer).

MPAC Program Information

Admission Requirements for the MPAC

Admission requirements for the UHD MPAC are designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, with the potential to succeed in the field of accounting. Prospective students who do not have an undergraduate degree in accounting are welcome to apply, but may need to complete prerequisite courses covering accounting fundamentals as part of their program. Undergraduate degrees must be from regionally accredited universities or qualified foreign institutions.

Students should complete the following prerequisite courses before entering the MPAC program:

- ACC 2301 – Financial Accounting
- ACC 2302 – Managerial Accounting
- ACC 3300 – Intermediate Accounting I
- ACC 3301 – Intermediate Accounting II
- ACC 3302 – Intermediate Accounting III
- ACC 3303 – Cost Accounting
- ACC 3304 – Accounting Information Systems
- ACC 4301 – Individual Income Taxation
- ACC 4302 – Corporation Taxation
- ACC 4304 – Auditing

In the event a student has not completed one of the above accounting prerequisites, the student may contact the program director to request approval to substitute a different accounting course.

Admissions Criteria

The GMAT may be optional if an applicant has fulfilled the necessary criteria. The GMAT is not required if the following criteria are met: Undergraduate Degree Holders: Have an overall GPA of at least 2.50 in upper-division courses with a minimum of 12 credit hours of upper-division accounting courses at an institution with AACSB Business accreditation, and an overall GPA of at least 2.75 in the accounting courses.

Applicants must have earned an overall GPA of 2.75 or higher in the following accounting courses:

- ACC 3300 – Intermediate Accounting I
- ACC 3301 – Intermediate Accounting II
- ACC 3302 – Intermediate Accounting III
- ACC 3303 – Cost Accounting
- ACC 3304 – Accounting Information Systems
- ACC 4301 – Individual Income Taxation
- ACC 4302 – Corporation Taxation
- ACC 4304 – Auditing

In the event an applicant does not meet the GPA requirement, they may be required to do one or more of the following:

- Submit their resume
- Arrange for an interview with the Associate Dean or Department Chair
- Submit an official GMAT score report completed within the last five years
- Submit evidence of having earned a graduate degree in business from an AACSB-accredited university or a Ph.D., M.D., Ed.D., D.D.S., or J.D. from a regionally accredited U.S. institution (or U.S. licensure).

Program Learning Outcomes

Graduates of the MPAC program will be able to:

- Formulate discipline-specific accounting strategies and develop valuable critical thinking skills to assess business risks and make business decisions.
- Communicate accounting information to both technical and non-technical audiences.
- Work productively with others to accomplish established goals.
- Apply ethical principles and professional standards to make informed decisions.

General Degree Requirements

Required Core Courses – six courses (18 hours):

- MBA 6310 – Advanced Taxation
- MBA 6312 – Advanced Auditing
- MBA 6314 – Accounting Research and Writing
- MBA 6315 – Advanced Accounting Topics
- MBA 6316 – Professionalism for Accountants
- ACC 6320 – Ethics and Legal Issues in Accounting
- *ACC 6097 – Curriculum Assessment
- **ACC 6099 – CPA Exam Prep Course

Choose an additional four courses (12 hours) from the following to satisfy requirements to best prepare for the Certified Public Accountant (CPA) exam and degree requirements:

- ACC 6311 – Seminar in Financial Accounting
- ACC 6313 – Analysis of Financial Statements and Entity Valuation
- ACC 6317 – Advanced Managerial Accounting
- ACC 6319 – Taxation of Entities
- ACC 6321 – Government and Not-for-Profit Accounting
- ACC 6322 – Accounting Internship
- ACC 6323 – Data Analytics for Accounting
- ACC 6324 – Internal Audit, Ethics, and Governance

*ACC 6097– Curriculum Assessment. Upon completion of the six required accounting courses (6310, 6312, 6314, 6315, 6316, and 6320), students are eligible to enroll in the required 6097 assessment course. As a 0–credit–hour course, there is no tuition cost associated with this course. All students of the MPAC program are required to complete this course before graduation.

**ACC 6099 – Becker CPA Exam Prep Course. As a 0–credit–hour course, there is no tuition cost associated with the course. However, there is a \$1,800 fee that allows students to have access to the online Becker preparation modules for up to two years. Completion of these modules prepares students in anticipation of sitting for the CPA exam. Students may request to be exempt from the course based upon certain stipulations such as: student articulates credible career plan that does not call for CPA certification; student provides proof that student already has access to CPA Review materials of Becker or another provider; student provides proof that they have already passed one section of a professional accounting certification such as CPA, CMA or CIA; and/or student attends a counseling session with the ACC 6099 instructor and he/she agrees to the exemption.

Master of Security Management

The [Master of Security Management](#) (MSM) is an innovative program developed in collaboration with security management leaders and delivered completely online. The goal of this 36-SCH degree program is to provide students with the knowledge and skills necessary to address the continuously changing security environment. The MSM is for individuals who want to be leaders in the security industry and are able to demonstrate professional competency and commitment to their organizations and the community.

MSM Program Information

Stackable Certificate Option

Students can complete this 36 SCH program in a stackable fashion, by applying the SCHs earned from the Cybersecurity Certificate towards the MSM degree. Students may also earn the Cybersecurity certificate while pursuing the MSM.

The MSM 36-SCH degree requires that students complete six required courses (18 SCHs). In addition to completing these six courses, students may either:

Complete the Enterprise Security Concentration option, which includes 18 SCHs from the list of Enterprise Security prescribed electives.

—or—

Complete the 18 SCH Cybersecurity Certificate, which requires the completion of 18 SCH from a list of Cybersecurity Certificate prescribed electives.

Admission Overview

Admission is competitive and selective. It is designed to identify applicants who have the ability, interest, and qualities necessary to complete the program, with the potential to contribute to the field of security management.

Admission Requirements

Mandatory Admission Requirements

To be eligible for admission to the MSM, or one of the two Certificates, an applicant will be required to present the following:

- A Baccalaureate degree conferred by a regionally-accredited institution.
- An official transcript submitted to the Office of Graduate Admissions, from the degree granting institution.
- A completed application.

- A well-written letter (250-500 words) describing the applicant's professional background and desire to obtain this degree.
- A current resume that describes the candidate's academic and professional background.

Preferences

- Undergraduate GPA of 2.75, or higher, on a 4-point scale.
- Applicant's letter should be a well-written personal statement that reviews his or her educational and professional history and provides a compelling case for why he or she should be admitted to the MSM program.
- The resume should be well-written and detail the applicant's professional background.

Admissions Process

Once an application is complete, the MSM Graduate Application Committee will review an applicant's file to determine if the applicant's academic and professional background is suitable for admission into the MSM Cybersecurity program. This review may include an interview either face-to-face or by phone. Upon completion of the review, the MDCOB Graduate Studies Office will communicate to the student as to whether or not they have been accepted. Upon acceptance, a notification will be sent indicating the next steps for registering for courses. Incoming students will receive instructions on attending an orientation for new students, contacting the advisor concerning the next steps, and other important campus information.

Program Learning Outcomes

Graduates of the MSM-Enterprise Security Management program will be able to:

- LO 1: Describe security risks associated with organizational leadership.
- LO 2: Differentiate between enterprise and cyber threats.
- LO 3: Predict the relationship between communication and legal requirements of security management.
- LO 4: Examine how enterprise security expertise improves organizational success.

General Degree Requirements

The MSM degree requires satisfactory completion of 36 credit hours offered by the MDCOB. The required core courses for completion of the MSM are:

Required MSM Courses

Complete the following list of required courses (18 SCHs):

- SM 6360 - Enterprise Security Management
- SM 6362 - Risk Analysis and Abatement
- SM 6364 - Legal Environment of the Security Executive

- SM 6365 - Cybercrime and Computer Forensics
- COMM 6306 - Crisis and Emergency Communication
- MGT 6301 - Leadership, Motivation, and Communication for Security Executives

Complete either 18 SCHs from the list of Enterprise Security prescribed electives or the 18 SCH from the Cybersecurity Certificate prescribed electives.

Enterprise Security Prescribed Electives

Complete 18 SCHs from the following list of courses:

- SM 6301 - Intelligence Operations and Policy
- SM 6302 - Emergency Management and Preparedness
- SM 6361 - Managing Corporate Investigations
- SM 6367 - Global Perspectives on Security Management
- SM 6370 - Current Issues in Security Management
- SM 6376 - Enterprise Security Solutions
- MGT 6332 - Managerial Decision Making for Security Executives
- MBA 6370 - Risk Management
- MGT 6302 - Human Resources Management for Security Executives
- SM 6371 - Enterprise Security Capstone
- SM 6380 - Field Experience in Security Management
- SM 6399 - Directed Study in Security Management
- SM 6305 - Applied Security Management Research
- SM 6310 - Special Topics in Security Management
- INT 6350 - International Study Abroad

Cybersecurity Certificate Prescribed Electives

Complete 18 SCHs from the following list of courses.

- SM 6303 - Governance, Compliance, and Ethics
- SM 6304 - Security, Audit, and Privacy
- SM 6366 - Cyber Security Program Development and Operation
- SM 6368 - Information Security-Focused on Data Security
- SM 6369 - Cyber Networked Security
- SM 6370 - Current Issues in Security Management
- SM 6374 - Organizational Resilience
- MBA 6370 - Risk Management
- MGT 6332 - Managerial Decision Making for Security Executives
- MGT 6302 - Human Resources Management for Security Executives
- SM 6375 - Cyber Operations Capstone
- SM 6380 - Field Experience in Security Management
- SM 6399 - Directed Study in Security Management
- SM 6305 - Applied Security Management Research
- SM 6310 - Special Topics in Security Management
- INT 6350 - International Study Abroad

Stand-Alone Graduate Certificates

Graduate Certificates are available to students who are not enrolled in the MBA program. The Certificates, courses, and professors are the same ones available to MBA students. Please see the [MDCOB webpage for Stand-Alone Graduate Certificates](#). Graduate Certificates help students to increase their marketability to employers through focused learning. When the graduate Certificate option is pursued, students may be required to complete preliminary work to adequately prepare them to gain the full benefit from the corporate-defined coursework. Upon successful completion of the Graduate Certificate, students who apply and are admitted into the MBA program are able to apply all credits earned to their MBA degree.

Admissions Criteria

Applicants must hold a bachelor's degree from an accredited institution. Successful applicants will demonstrate potential for success via the required materials. There are additional prerequisites for students applying for admission to the accounting Graduate Certificate. Please see the "Pre-Requisite Courses for MBA Accounting and Graduate Certificate in Accounting" section for more details.

Admissions Materials

- Complete the [UHD online graduate application](#).
- A professional resume documenting work experience that emphasizes personal and professional accomplishments and leadership experience.
- A personal statement of approximately 250–500 words addressing why the applicant desires a Certificate from UHD, as well as other circumstances the applicant desires to share with the admissions committee.
- For graduates of universities in a country where English is not the native language, a minimum score on the TOEFL (Test of English as a Foreign Language) of 550 is required on the paper-based test, 213 on the computer-based test, or 80 on the internet-based test. UHD also accepts a minimum score of 6.5 on the IELTS (International English Language Testing System).
- Payment of the application fee (waived for UHD alumni).
- Official transcript(s) from the institute where the applicant's bachelor's degree was conferred, as well as any advanced degrees (if applicable). All documents must be received from the degree/credit-granting institution. Evaluations from foreign institutions must include a course-by-course evaluation with GPA indication.
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University of Houston–Downtown
Office of Graduate & International Admissions
One Main Street, Suite GSB 308
Houston, TX 77002

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