

## BACHELOR

UNIVERSITY OF  
**ILLINOIS**  
SPRINGFIELD

# BUSINESS ADMINISTRATION BACHELOR OF ARTS

**ONLINE**

## CONTACT PERSON(S):

Mary Joy Roberts  
CBM Online Advisor  
Phone: (217) 206-6858  
Fax: (217) 206-7543  
E-mail: [mrobe8@uis.edu](mailto:mrobe8@uis.edu)

## ADDRESS:

University of Illinois Springfield  
UHB 4013  
One University Plaza  
Springfield, IL 62703-5407

## WEBSITE:

[www.uis.edu/cbm/undergraduate-programs](http://www.uis.edu/cbm/undergraduate-programs)

## REQUIRED COURSES:

The BBA online degree requirements are identical to the requirements for the BBA on-campus degree.

College Core: 27 Hours

MIS 352 Principles of Management Information Systems 3 Hrs.  
MIS 376 Business Analytics 3 Hrs.  
FIN 302 Principles of Financial Management 3 Hrs.  
BUS 312 Principles of Marketing 3 Hrs.  
BUS 322 Principles of Operations Management 3 Hrs.  
BUS 331 Business Ethics and Society 3 Hrs.  
MGT 310 Managing Organizational Behavior 3 Hrs.  
MGT 330 Business and Managerial Communication 3 Hrs.  
MGT488 Strategic Management and Leadership 3 Hrs.

Business Administration Major/Concentration Core: 15 Hrs.

Concentration options available online:  
BBA Comprehensive BBA Management  
BBA Human Resource Management  
UIS Requirements (ECCE/Internship): 10 Hours

General Electives (as applicable)  
Advisors from the CBM online office will work with you to develop an optimal degree plan.

Advisors from the CBM online office will work with you to develop and optimal degree plan.

The online Bachelor of Business Administration degree provides students with a course of study that will prepare them for challenging careers and positions in private and public sector organizations. Our mission is to prepare students for successful business-related careers in organizations by fostering intellectual and personal growth, developing specific skill sets relevant to the global business community. We place emphasis on innovative programs, experiential and online learning, delivered with a focus on individual learning outcomes, applied research and active engagement with external stakeholders.

## TARGET AUDIENCE:

Students who have an AA or AS (or at least 45 hours of completed college credit towards a bachelor's degree) and want a bachelor's degree in Business Administration.

## ADMISSION REQUIREMENTS:

Admissions Process: Interested students can view the application process on our website at [www.uis.edu/apply](http://www.uis.edu/apply) or at [www.uis.edu/admission-aid/how-apply](http://www.uis.edu/admission-aid/how-apply).

Students who seek admission to the program are encouraged to have:

- Met all or most of the general education requirements as stated in the UIS catalog ([www.uis.edu/UIScatalog](http://www.uis.edu/UIScatalog)).
- Met all or most of the entrance/foundation requirements stipulated for business administration majors including:
  - Introduction to Financial Accounting
  - Introduction to Managerial Accounting
  - Introduction to Microeconomics
  - Introduction to Macroeconomics
  - Statistics
- Demonstrated ability to write in English at the appropriate baccalaureate level;
- Access to the Internet, specified software and experience with their use.
- Submitted application, application fee, transcripts and letter of intent as specified on our website

## COST:

For the most up-to-date information about the UIS e-tuition rate and fees, visit the website: [www.uis.edu/registration/tuition](http://www.uis.edu/registration/tuition)

## REGISTRATION PROCEDURE:

Once admitted, students can access registration 24 hours a day, 7 days a week (except Sundays 6 a.m. – Noon) via [www.uis.edu/registrar/registration](http://www.uis.edu/registrar/registration)

## ACADEMIC CALENDAR:

Fall, spring and summer semesters

## DELIVERY MODE:

Fully online. No on-campus meetings are required, but students may be required to arrange for a University Center proctor for exams.

## TEXTBOOK PURCHASE:

Students can access UIS Follet's Bookstore at [www.uis.bks.com](http://www.uis.bks.com) or they can procure texts via other online providers.

## TRANSFER HOURS POLICY:

UIS participates in the Illinois Articulation Initiative, a statewide agreement designed to allow students to transfer general education credit between participating institutions. For more information, see [www.uis.edu/admissions/transfer](http://www.uis.edu/admissions/transfer) for general transfer information.

## TOTAL HOURS NEEDED:

Minimum 120 hours required; maximum transfer hours accepted from a 2 year college is 66 hours.

## FINANCIAL AID INFO:

Call (217) 206-6724 or visit the website at [www.uis.edu/financialaid](http://www.uis.edu/financialaid)

## SPECIAL CHARACTERISTICS:

The UIS Online Business Administration degree offers the following Concentration options: Business Administration, Comprehensive Business, Administration with Management Concentration, Business Administration with Human Resource Management Concentration