

# DRIEHAUS COLLEGE OF BUSINESS

Located in the heart of Chicago's financial and business center, DePaul's Driehaus College of Business (<http://business.depaul.edu/>) offers highly respected, practical and innovative programs of business study that empower graduates to achieve more. The college encompasses an undergraduate business program and the Kellstadt Graduate School of Business (<https://business.depaul.edu/academics/graduate/Pages/default.aspx>), which offers the DePaul MBA, specialized master's degrees and a Doctorate in Business Administration. DePaul's Executive Education (<https://business.depaul.edu/executive-education/Pages/default.aspx>) offers customized learning and development experiences for individuals and organizations. The college's faculty of scholars and experienced business professionals provide a real-world business education, and the college leverages its connections to Chicago's business community to provide students with hands-on learning experiences and extensive career opportunities. Graduates join a DePaul business alumni network that is more than 70,000 strong. The college is accredited by the AACSB International—The Association to Advance Collegiate Schools of Business, a distinction indicating academic excellence that is earned by less than five percent of business schools worldwide.

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## Faculty

Experts in the fields they teach, the Driehaus College of Business faculty (<https://business.depaul.edu/faculty/Pages/default.aspx>) includes published scholars and experienced business professionals, including executives, accountants, marketing directors, business analysts, investment managers, lawyers, economists, hospitality professionals, consultants and entrepreneurs. These individuals are committed to teaching students both theory and practice in a challenging and engaging learning environment.

## Undergraduate Academics

The Driehaus College of Business offers undergraduate, graduate, doctorate and combined degree programs that integrate theory and practice.

### Bachelor of Science in Business

The Bachelor of Science in Business (BSB) is the undergraduate business degree offered by the Driehaus College of Business. The degree is based

upon the following learning goals and is composed of study in several areas of required coursework.

## Learning Goals

The Learning Goals for the Driehaus College of Business undergraduate program are:

- Communication - Driehaus students will be able to communicate effectively both orally and in writing.
- Global Business Perspective - Driehaus students will understand business within a global context.
- Ethical and Legal Awareness - Driehaus students will be able to recognize ethical and legal issues confronting them.
- Decision-making - Driehaus students will be able to use analytical and reflective skills in making decisions.
- Teamwork - Driehaus students will be able to understand group and individual dynamics within a business setting.
- Mastery of Content - Driehaus students will acquire knowledge of the functional areas of business and the interrelationships among the functional areas within a business.

## Business Core

The Business Core is a group of requirements focusing on professional business preparation to be completed by all students seeking the BSB degree. The specific classes a student takes for Core completion can vary according to selection of major or minor.

## Liberal Studies Program

The Liberal Studies Program (LSP) is the common curriculum taken by all students enrolled in the traditional undergraduate colleges at DePaul University. The LSP is designed to enhance writing abilities, mathematical and technological proficiencies, and critical and creative thinking skills, while broadening students' knowledge base beyond their chosen major. LSP courses foster an appreciation of different religious and philosophical worldviews, promote application of ethical reasoning, and realize new understanding of concepts and theories through multiple methods of inquiry and disciplinary perspective. In LSP seminars, students read primary texts, write research papers, and communicate their ideas orally. Business students also take Business Ethics in their Liberal Studies Program.

## Major

In the major program, a student pursues specialized coursework in a business area. Some majors in the college require selection of a concentration to further focus the field of study. Majors can be declared at time of admission. A major must be declared prior to graduation. In addition to the primary major in business, a Driehaus student may choose to complete a secondary major, additional concentrations or a minor within the college or from another college at the university.

## Open Electives

Open Electives allow a student to explore additional areas of interest or work toward a minor or second major. The selection of major or minor determines the number of open elective hours needed.

## Additional Credentials

While not required for completion of the degree, students in the college are able to pursue additional opportunities for study such as minors, modern languages, study abroad programs, and internship-based courses.

## Credit Hour Requirement

A minimum of 192 quarter hours of degree applicable credit is required for completion of the BSB. A student's degree plan and factors such as course selection, transfer credit, and major and minor requirements may result in a student exceeding the hours minimum. In addition to college and departmental requirements, all students pursuing the BSB are subject to university policies on degree conferral (<https://catalog.depaul.edu/student-handbooks/undergraduate/undergraduate-academic-policies/graduation-degree-conferral-policy/>).

## Additional Undergraduate Policies and Requirements

Detailed requirements and policies for the BSB degree can be found below, in the section pertaining to each Driehaus College of Business major or minor, and the Student Handbook (<https://catalog.depaul.edu/student-handbooks/undergraduate/undergraduate-academic-policies/>) of this catalog.

### Course Prerequisites

A student in the Driehaus College of Business is expected to observe and adhere to course prerequisites. Prerequisites for courses are noted in Campus Connection and can include requirements for class standing, course completion and placement testing.

Given the sequential nature of coursework in business and the structure of major and minor programs in the college, consideration of course prerequisites is essential to successful planning and degree completion.

### Graduation/Degree Completion

Graduation/degree completion is the official granting of a degree by DePaul University upon successful completion of all degree requirements.

Degrees are awarded at the end of each quarter. In order to have the degree awarded, all requirements must be satisfied, including:

- Submission of an Application for Graduation in Campus Connection
- Declaration of the major (and minor, if applicable) prior to graduation
- Completion of ACC 101, ACC 102, BUS 101, BUS 102, BUS 103, Business Technology (BUS 202, CSC 241, MIS 360), ECO 105, ECO 106, MAT 137, BUS 392\*, WRD 103\*, and WRD 104\* with a minimum grade of C- in each class
- Completion of all courses in the major field (and minor, if applicable) field with a minimum grade of C- in each class (even if Global Business Perspective, extra or open elective)
- A minimum grade point average of 2.000 within the major (and minor, if applicable)
- A minimum cumulative grade point average of 2.000 for DePaul coursework
- A minimum of 192.0 degree applicable hours
- Completion of the last 60.0 hours of coursework for the degree at DePaul
- Posting of all of grades in Campus Connection by the end of the grading period (five business days after the quarter ends)

\*Students in the University Honors Program do not take WRD 103, WRD 104 or BUS 392.

A student who is nearing the completion of the degree should consult with their academic advisor in the Business Academic Advising Office regarding the graduation/degree completion process.

## Majors and Minors

For a student to earn the Bachelor of Science in Business, completion of at least one major in the Driehaus College of Business is required. In addition to the primary major in business, a Driehaus student may choose to complete a secondary major, additional concentrations or a minor within the college or from another college at the university.

Non-business students are welcome to complement their areas of study by completing a major or minor in the Driehaus College of Business. They should meet with an academic advisor in the Driehaus Business Academic Advising Office to review relevant policies and course requirements.

### Major Declaration

Upon matriculation into the university, a student may declare a Driehaus major. A student will complete the major requirements in place at the time the student declares the major. Some majors require declaration of a concentration, which is added to the record at the time of major declaration. A major must be declared prior to graduation/degree completion.

### Major Policies and Requirements

For all students pursuing a Driehaus major, the following policies and requirements are in effect:

- All requirements for the major including concentration must be completed as specified by the major department at the time the student declares the major
- The number of hours required for completion of a major varies
- At least one half of the major field coursework must be completed at DePaul
- The following courses must be completed with a minimum grade of C- unless otherwise noted for a specific major:
  - All courses completed from the major department whether taken for a requirement or for another purpose
  - All courses used toward completion of the major
- A minimum grade point average of 2.000 including all major field courses taken for a requirement or for another purpose

### Secondary Majors and Concentrations

For all students pursuing a secondary Driehaus major or additional concentrations for a Driehaus major, the following policies and requirements are in effect:

- Some combinations of secondary majors, additional concentrations and minors are prohibited as noted in the requirements section for the major, concentration or minor
- At least 50% of the courses used for the completion of a second major must be unique to the completion of that major
- At least 50% of the courses used for the completion of a second concentration must be unique to the completion of that concentration
- A course taken as part of an secondary major or additional concentration may be used toward another purpose in the degree plan, such as an Open Elective or Liberal Studies requirement.

### Majors outside of the Driehaus College of Business

A student pursuing the Bachelor of Science in Business is allowed to complete non-business majors in addition to the required Driehaus major. A student interested in completing a major outside of the college should meet with an academic advisor in the Business Academic Advising Office

to review relevant policies and procedures. In addition, the student should contact the undergraduate program office for the college offering the non-Driehaus major for advising on requirements for completion of the major.

### Minors Declaration

Upon matriculation into the university, a student may declare a Driehaus minor. A student will complete the minor requirements in place at the time the student declares the minor. If pursuing a minor, it must be declared prior to graduation/degree completion.

### Minor Policies and Requirements

For all students pursuing a Driehaus minor, the following requirements must be observed:

- Some combinations of secondary majors, additional concentrations and minors are prohibited as noted in the requirements section for the major, concentration or minor
- At least one half of the minor field coursework must be completed at DePaul
- The following courses must be completed with a minimum grade of C- unless otherwise noted for a specific minor:
  - All courses completed from the minor department whether taken for a requirement or for another purpose
  - All courses used toward completion of the minor
- A minimum grade point average of 2.000 including all minor field courses taken for a requirement or for another purpose

### Minors outside the Driehaus College of Business

A student pursuing the Bachelor of Science in Business is allowed to complete non-business minors. A student interested in completing a minor outside of the college should meet with an academic advisor in the Business Academic Advising Office to review relevant policies and procedures.

### Honors Program

Most students follow the Liberal Studies Program to meet their general education requirements. However, students accepted into the Honors Program fulfill general education requirements through an alternative set of courses. A student in the Honors Program pursuing a primary major in the Driehaus College of Business follows the requirements listed in the Honors Program with the following stipulations:

- Business majors are not required to take HON 180.
- Business majors must take one Business Ethics course (REL 228 or MGT 228 or PHL 248 or MGT 248) in the Honors Program
- Hospitality Leadership majors take HSB 303 HOSPITALITY & SPORTS BUSINESS INTERNSHIP I and HSB 304 HOSPITALITY & SPORTS BUSINESS INTERNSHIP II in place of the Fine Arts Elective

## Graduate Academics

The Driehaus College of Business offers undergraduate, graduate, doctorate and combined degree programs that integrate theory and practice. The Kellstadt Graduate School of Business is a nationally known business school dedicated to developing the real-world business sense needed to take leadership capabilities to the next level.

Programs include:

- The DePaul MBA offered in multiple formats. DePaul also partners with corporations to offer onsite MBA degrees for employees.
- Master of Science degrees that focus on specific business expertise.

- Doctorate in Business Administration for executives who seek to deepen their research acumen or enter academia.

Combined and dual degrees:

- Combined Bachelor's and Master's degrees
- MBA/Master of Public Health
- MBA/MA in Health Communication
- MBA/JD
- MFA in Creative Producing (offered by Kellstadt and the School of Cinematic Arts in the College of Computing and Digital Media).

## The Master of Business Administration

The DePaul MBA focuses on both theory and practice for career advancement. Skills acquired include an ability to: analyze and take action to perform, inspire others and drive results in the real world.

The MBA degree program is available in two formats: Full-time Day and Part-time Online Evening.

## Master of Science Programs

Master of Science degrees are designed for professionals with a specific and focused career path who are looking to enhance and expand their expertise.

## Doctorate in Business Administration

The Doctorate in Business Administration (DBA) is designed for highly experienced professionals who seek to take their career to the highest level. The three-year program is designed for working professionals with a previous master's degree in a business or business-related discipline. The ideal candidate will enter the program with significant business acumen gained through eight to 10 years of managerial or consultative experience. Candidates for the DBA will learn to frame complex business problems in a manner that enables an applied, evidence-based analysis of all available data and rigorous evaluation of potential solutions.

A fundamental component of the DBA experience is the personal working relationship with the research-active faculty of the Driehaus College of Business and Kellstadt Graduate School of Business. These ongoing mentor-student relationships support the doctoral candidates' professional development in the tools and methods of data analysis and business intelligence. In addition, DBA candidates will advance through their program as members of a cohort of about 15 students. The program's small group format is designed to build a strong network of like-minded, high-potential professionals to support each other both during the program and after graduation.

Each year of the program, candidates will participate in nine three-day residencies led by Kellstadt faculty. DePaul's DBA program begins with a strong emphasis on research methodology and disciplinary coursework that features the most current developments from both academia and professional practice. Coursework simultaneously builds candidates' interdisciplinary business knowledge and applied research skills. In the second year, DBA candidates will work as part of a small research team, with a faculty mentor, to take a research idea from conception to completion in one year. By the end of the second year, candidates will be expected to have framed and formally proposed their dissertation research. In the third year of the program, candidates will be personally supervised by one of Kellstadt's research faculty as they pursue their dissertation research. Throughout the program, DBA candidates are

exposed to emerging industry and disciplinary developments through a series of doctoral seminars on current topics in business.

## Graduate Business Student Handbook

This handbook outlines academic policies for successfully completing your education at the Kellstadt Graduate School of Business (KGSB). If you are a Doctorate in Business Administration (DBA) student, go to the DBA Student Handbook (<https://catalog.depaul.edu/programs/business-administration-dba/#studenthandbooktext>).

### Courses and Credits

- KGSB operates on a quarter system, with courses offered in the fall, winter, spring and summer quarters. The DBA program runs on a residency calendar (<https://business.depaul.edu/academics/doctoral/dba/Pages/residency-calendar.aspx>).
- Most courses are worth four credit hours and run for 10 weeks plus an 11th week for exams. Exceptions include some MBA core courses that are two credits and special courses that span more than one quarter.
- The unit of credit for quarter hours is defined as one hour granted for 45 minutes of classroom work per week during a quarter.
- Total credit hours required to graduate depend on your program. See the DePaul University Catalog for your program's credit-hour requirements.
- Duplication of courses or coursework is not permitted unless you are advised to repeat a course because you received an unacceptable grade per the grade requirements for your program. Double credit is not given for duplicated courses.
- All degree requirements must be satisfied within six years, beginning with the quarter you enrolled. Exceptions may be granted by your academic program director or KGSB.

### Transferring Credits

- Up to half of the credit hours required for the KGSB MBA or MS may be applied from graduate credits earned at institutions of higher learning. A grade of C or higher is required to receive credit from KGSB. In most cases, a course must be worth four credit hours to be transferred. Applied credit is at the discretion of KGSB.
- The actual number of transfer courses accepted may vary at the discretion of KGSB.
- Submit your credit transfer requests through the link: MBA Transfer Credit (<https://business.depaul.edu/student-resources/graduate/advising/Pages/mba-transfer-credit-evaluation-form.aspx>)
- Courses taken six or more years prior to enrollment generally are not transferrable. Exceptions may be made by your academic program director or KGSB.
- No more than two courses in the same field are acceptable for transfer without written permission from the academic director of your KGSB degree program.
- Transfer credits do not count toward your cumulative grade point average (GPA) at KGSB.
- The Doctorate in Business Administration ("DBA") program has different transfer credit requirements and limits. Please contact that program's Director directly for more information, or see this page: DBA Handbook (<https://catalog.depaul.edu/programs/business-administration-dba/#studenthandbooktext>)

### GSB 519 or GSB 602 Test Out Exam Policy

If a student successfully passes the GSB 519 or GSB 602 "test-out" exam, the outcome will vary according to the student's degree program and status.

For Master of Science Candidates:

- If GSB 519 is a core class in the MS program, the student must take an approved elective to substitute the GSB 519 requirement
- If GSB 519 is a prerequisite for the program, the student waives the GSB 519 prerequisite.

For MBA Candidates:

- If a student is not waived from 4 credit hours, the GSB 602 requirement can be waived.
- If a student is waived from 4 credit hours, the students must take an approved elective to substitute the GSB 602 requirement

### MS Economics and Quantitative Analysis Waiver Policy

Students who enter the MSEQA after completing their undergraduate degree in economics may waive a maximum of two electives (8 credit hours) in the MSEQA program by earning a grade of B+ or better in the following courses:

- Upper level undergraduate economic electives that have a prerequisite of Intermediate Microeconomics
- Upper level economics electives that have a prerequisite of Econometrics

Combined Degree students are not eligible for waivers in the MSEQA.

### MS in Audit and Advisory Services Waiver Policy

Undergraduate applicants to the MSAA may be eligible to waive ACC 535 PRINCIPLES OF ACCOUNTING INFORMATION SYSTEMS and/or ACC 636 INTERNAL AUDITING, CORPORATE GOVERNANCE AND INTERNAL CONTROL.

*Eligibility requirements:*

- Undergraduate degree in Accounting
- Earned a C or better in courses that mirror content of ACC 535 and/or ACC 636
- Earned undergraduate degree within six years of admission to the MSAA

Combined Degree students are eligible for waivers in the MSAA.

### Grades

- KGSB faculty members will explain how your coursework will be evaluated at the beginning of each course. The method for evaluating your progress in the course is at the discretion of the faculty member, providing the method is fair, uniformly applied and made known to the class.



- Your letter grades and GPA will follow DePaul's system of evaluating academic achievement (<https://catalog.depaul.edu/student-handbooks/graduate/graduate-academic-policies/grades/>).
- GPA is determined by averaging the grades from all courses taken at KGSB, including repeated courses. Your GPA will not be rounded.
- You will graduate "With Distinction" if you earn an overall GPA of 3.6 or higher. For students pursuing more than one degree, all courses taken at KGSB are considered in the calculation of the GPA.
- You must have a cumulative GPA of at least 2.0 (a grade of C) to qualify for graduation from KGSB. (Also see Additional Requirements by Program).
- Grade challenges can be initiated by submitting the Grade Challenge Form (<https://business.depaul.edu/student-resources/Documents/grade-challenge-form-v3-Jan2021.pdf>).

### Probation, Dismissal and Reinstatement

- If your GPA falls below 2.0, you will be placed on probation, which will extend through the *next three courses* you take. If your cumulative GPA has not increased to 2.0 after you complete the third course, but you have increased your GPA, you will be placed on final academic probation. During final academic probation, you will be required to meet with an advisor in order to register for classes. Additionally, KGSB will review your academic history and will determine the best course of action. Decisions are final.
- During your probationary period, you will only be allowed to enroll in (1-2) classes per quarter until your GPA is 2.0 or higher. During the final probationary period, the number of courses and timing of the courses will be determined on a case-by-case basis by KGSB. Decisions are final.
- If you have been dismissed from the program, you may petition the assistant dean of KGSB for reinstatement no earlier than one quarter after your dismissal. Your request must include conclusive evidence of changes in your situation that indicate you are prepared to successfully meet the requirements of your program. The assistant dean considers each request individually and sets the terms and conditions for reinstatement. Decisions are final.

### Incomplete (IN) Grades

- If you receive more than two grades of Incomplete (IN), your registration will be blocked until you have met with an advisor and submitted this form (<https://business.depaul.edu/student-resources/Documents/Incomplete%20Grade%20Form%20-%20Driehaus.pdf>).

### Additional Requirements by Program MS Students

- If you seek to apply previously earned credit toward your degree, please be aware that you must complete at KGSB a minimum of 50 percent of the maximum number of your MS program's required courses to qualify for an MS degree from KGSB. Some MS programs require more than 50 percent. Check with your academic program director for the exact requirements that apply to your MS program.
- You must maintain a cumulative 2.0 GPA (grade of C) for your courses and at least a C- to gain credit for an individual course.

### MBA Students

- If you seek to apply previously earned credit toward your degree, please be aware that you must complete at KGSB a minimum of seven of your MBA courses, or 28 credit hours, to qualify for an MBA degree from KGSB. Depending on the requirements for your specialization, at least two of these three KGSB courses must be in your MBA specialization. Check with your academic program director for the exact requirements that apply to your concentration.

- KGSB may waive MBA core course requirements worth up to 4 credits if your undergraduate major was in the same discipline of these core courses and you earned a grade of C or better.
- GSB 601, GSB 611, and GSB 699 are required of all MBA students and may not be waived or substituted.
- You need a cumulative 2.0 GPA (grade of C) in your specialization courses and any electives associated with your specialization to qualify for graduation.
- For core MBA courses, grades A through D earn credit.
- For specialization or specialization related courses, a grade of C- or higher is required to receive credit. Any grade lower than C- in a specialization course does not count as credit toward your degree and you will need to repeat the course or an approved substitute.
- Written prior permission from your department chair or school director is required to take an advanced course in place of a required one.

### Second Specialization or Degrees

If you seek to add an MBA specialization to one you have already earned at KGSB, or seek to add an MS degree to any previously earned KGSB degree:

- You are subject to the academic policies and specialization requirements effective at the time of readmission.
- A minimum of 50% of the requirements for the second specialization or degree must be completed as new coursework not applied to any previous degree or specialization.
- Your successful completion of additional specialization(s) or degree(s) will be noted on your official transcript with the completion date(s). For MBAs, you can earn more than one specialization but only one MBA.
- For students returning to earn additional MBA specialization, your GPA for your original MBA specialization will remain unchanged. If you earned a "With Distinction" with your first MBA specialization, the additional coursework will not change that designation.
- The six-year course expiration rule may be extended or waived in some cases for students returning for second degrees or MBA specialization.

### Auditing Courses

- To audit a KGSB course, you must first receive permission from the academic director of the program that offers the course.
- You will be charged tuition and fees at the rates set for that course, and the full, nonrefundable payment must be made at registration.
- You will not receive credit for audited courses.
- Requests to change auditor status must be made in writing to KGSB and be granted before the end of the third week of class. You may not change to or from auditor status after the third week of class.

## Undergraduate Admission

To succeed in the study of business, students must possess a number of academic qualities. Specifically, students must be able to think analytically and reason to valid conclusions relying on both quantitative and qualitative information. Particular attention is therefore given to the mathematical and verbal abilities of candidates.

Undergraduate candidates interested in admission to the Driehaus College of Business should direct all inquiries to:  
Office of Admission  
DePaul University

1 E. Jackson Boulevard  
Chicago, Illinois, 60604  
admission@depaul.edu or (312) 362-8300.

For general information about undergraduate admission and financial aid please visit: <http://www.depaul.edu/admission-and-aid/Pages/default.aspx>

## Graduate Admission

### Kellstadt Graduate School of Business

Admission to Kellstadt's Graduate School of Business is based on academic performance, work experience and career progression. GMAT and GRE test scores are required for certain degrees. Learn more about our MBA and Master of Science degree program requirements, formats and timelines (<http://business.depaul.edu/academics/graduate/Pages/default.aspx>).

## Scholarship Opportunities

Please refer to individual academic departments for a listing of available scholarships.

### Double Demon Scholarship

The Double Demon Scholarship is awarded to DePaul alumni and covers 25 percent of tuition for degree, non-degree or select certificate coursework taken at the graduate level.<sup>1</sup> Both full-time and part-time students are eligible and no application is necessary. To learn more, contact the admission office for your college of interest (see listing below).

<sup>1</sup> Please note: The Double Demon Scholarship cannot be used in conjunction with other DePaul scholarships, waivers or awards. University employees are eligible for other tuition benefits and are not eligible. The scholarship does not cover coursework from the Center for Professional Education (CPE), the Institute for Professional Development (IPD), coursework in a doctoral program or a master of fine arts (MFA), School of Music, the Theatre School, College of Law and a few other select programs.

## Financial Aid (undergraduate and graduate)

Financial aid and alternative financing programs, as well as scholarships are available to students. Completing a current FAFSA (Free Application for Federal Student Aid) is the first step to determining your overall eligibility for financial aid.

Additional information is available on DePaul's Admission and Aid website (<https://www.depaul.edu/admission-and-aid/financial-aid/Pages/default.aspx>).

## Business Academic Advising Office

The Academic Advising office supports the mission of the Driehaus College of Business and Kellstadt Graduate School of Business in a variety of ways:

- **Academic Advising:** Provides students with guidance on curriculum, course selection, registration, degree planning, degree progress, and major and minor selection.
- **Student Advocacy:** Supports students in navigating DePaul's academic regulations, university policies and procedures. Advisors

make appropriate referrals to help students in the use of college and university resources according to individual needs.

- **Records Auditing:** Assists students with determining degree progress and remaining requirements.
- **Degree Conferral:** Verifies students are eligible to receive their DePaul degree.
- **Declaration Maintenance:** Oversee the accurate application of program, major, concentration, specialization, and minor plans on students' records.
- **Orientation:** Introduces new business students to the college through Graduate, Premiere DePaul, Transition DePaul, and Inter-College Transfer orientation programs.

Students are encouraged to consult their advisor periodically throughout the year.

In addition, faculty can assist in the selection of program or major electives and business electives which will best complement a student's program, major, and career orientation.

The Business Academic Advising office is located in DePaul Center 5200 and may be contacted by telephone at (312) 362-5358 or please visit: <https://business.depaul.edu>.

## Academic Advising Staff

### Undergraduate

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