

## Requirements to earn a Masters of Science in Business Administration

### Procedures for Current Haas Ph.D. Students

Applying for and being awarded the Master of Science degree in Business Administration does not preclude a Ph.D. student from receiving their Ph.D. degree.

Students are not eligible to receive a Master of Science degree in Business Administration who already have a Masters degree in another academic program from any institution which the Associate Dean of the Graduate Division deems to be closely related to Business Administration.

The MBA, which is a professional degree, does not preclude a Ph.D. student from receiving a Masters of Science degree in Business Administration.

To earn a Masters of Science, you must satisfy the following two requirements:

1) 24 units (two years) of approved graduate level course work usually including:

PHDBA 297 A or B	3 units
PHDBA 2X9 A-D concentration)	12 units (the sequencing of your
Additional Research theory	2 units
PHDBA 2X9S	4-8 units (research seminar)
Electives	2-7 units

These courses cannot be used to fulfill course requirements for the MS BA: 293, 299, and 602.

2) Students must pass the written preliminary examination with a grade of BP (barely pass) on *both* parts of the group preliminary exam OR achieve an average grade of P (pass) on one of the two parts of the exam. A potentially publishable research paper on a Business Administration topic must be written, if required by your group. The paper must be approved by at least one ladder rank faculty member.

Please note: These requirements are separate and *different* from the requirements for the PhD degree.<sup>1</sup>

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<sup>1</sup> In Particular, the PhD degree requires an average grade of P (pass) on *both* parts of the preliminary exam.

3) After passing the preliminary exam, students must submit a completed Application for Candidacy, Master's Degree (Plan I and II) into the PhD Program office. The form is located on the graduate division web pages:

<http://www.grad.berkeley.edu/policies/forms.shtml>

The deadline to submit this form is the third week of the semester in which you wish to receive the degree.

4) The Graduate Division will send a list of approved M.S. B.A. degree candidates to the PhD Program office for departmental verification. We will verify that you have met all the degree requirements and you will go on the degree list for that semester.