



Bachelor of Science (B.S.) Business Administration
Accounting Specialization
Finance Specialization
Management Specialization
Marketing Specialization

(Offered by New Jersey City University)

Admission Requirements:

Students are required to present the following credentials when applying for admission to New Jersey City University (NJCU):

1. Completion of an NJCU admissions application
2. An associate degree (A.A., A.S.) from a New Jersey Institution of Higher Education. A Business Administration A.A. degree is preferred. Students without a business administration degree are required to take appropriate pre-requisites* once accepted into the program.
3. A 2.2 minimum GPA is required
4. Official transcripts from each institution attended

* Including Pre-Calculus for Business, Macro Economics, Micro Economics, Introduction to Business, Principles of Management, Principles of Marketing, Accounting I, Accounting II, Business Statistics, and Business Law.

Note: *If associate degree is completed after the NJCU application/transcript(s) are submitted, students must resubmit an official transcript indicating that their degree is conferred no later than October 15 for fall applicants and February 28 for spring applicants.*

Program Description: Each degree is broken down into General Studies (66 credits), Common Core (30 credits), and Specialization (21-33 credits) depending on the area chosen (Accounting, Finance, Management, or Marketing).

General Studies: Includes 66 credits of general education in the areas of English, Math, World Civilization, First Year Experience, Natural Sciences, Social Sciences, Arts and Media, Humanities, Multicultural Disciplines and Languages, and Quantitative and Computer Literacy. Business Administration majors should include Pre-Calculus for Business, Macro Economics, and Micro Economics in their General Studies selections.

Common Core Courses required of all Business Administration Majors (30 credits): Introduction to Business, Business Statistics, Principle of Management, Principles of Marketing, International Business, Principles of Accounting I and II, Business Law, Managerial Finance and Business Policy.

Specialization Courses (21-33 credits)

Accounting Specialization: Includes 66 General Studies Credits, 30 Common Core Credits, and 33 Credits in the Accounting Specialization including Business Law II, Money and Banking, Intermediate Accounting I & II, Cost Accounting, Accounting Information Systems, Auditing, Government Nonprofit Accounting, Problems in Federal Taxation, Advanced Accounting Problems, and Seminar in Taxation.

Finance Specialization: Includes 66 General Studies Credits, 30 Common Core Credits, and 21 credits in the Finance Specialization including Investment Principles, Money and Banking, Portfolio Analysis, Capital Markets and Financial Institutions, Issues in Corporate Finance and 6 credits in finance specialty courses, in addition to 11 elective credits.

Management Specialization: Includes 66 General Studies Credits, 30 Common Core Credits, and 24 Credits in the Management Specialization including International Management, Organizational Theory & Practice, Human Resource Management, Production Management, Management Information Systems, Seminar in Management Science and 6 credits in an emphasis in Marketing, Operations, Finance, International Business, or Travel and Tourism in addition to 8 elective Credits.

Marketing Specialization: Includes 66 General Studies Credits, 30 Common Core Credits, and 21 Credits on the Marketing Specialization including Consumer Behavior, Market Communications, Market Research, Marketing Management, Seminar in Marketing and 6 credits in marketing specialty courses, in addition to 11 elective Credits

How to Apply:

Applications can be completed online at www.njcu.edu, indicating in their personal statement their interest in the Communiversity.

Application Deadlines:

Preferred deadlines of April 1 for fall, November 1 for spring. Students should apply during their last semester of their associate's degree or at any point after their degree is completed.

Part-Time/Full-Time:

Students can attend either part- or full-time.

Location:

All New Jersey City University major courses are offered at the Communiversity location and via online modalities.

Tuition:

The current (Fall 2009) in-state tuition rate is \$297.45 per credit for under 12 credits. For students taking 12 or more credits (full-time status) the tuition is \$4,493.85. Please note that tuition and fees are subject to change without notice by action of the Board of Trustees of New Jersey City University.

Transfer Credit:

66 credits is the maximum number of transfer credits from a community college.

Degree FAQs:

How many credits are required?

A minimum of 128 credits are required to graduate.

Can I attend courses at the home campus as well?

Yes.

What can I expect upon applying to New Jersey City University?

Admission Decision Letter:

Approximately 1-2 weeks after submitting a complete application (a complete application includes an application, application fee, personal statement indicating interest in the Communiversity, and official transcripts detailing all previous college credits) you will receive an admission decision letter. An "incomplete" letter describing the missing components of the application will be mailed to applicants if any of the above application materials are not submitted.

Transfer Evaluation:

The evaluation of transfer credits is done after the student is admitted to the NJCU/Communiversity program. **It is the student's responsibility to submit a complete official transcript showing a conferred A.A./A.S. degree from an accredited New Jersey community or four-year college by June 30 for fall semester admission and by November 1 for spring semester admission. For students completing their A.A./A.S. degree in December and have applied for spring admission, it is the student's responsibility to submit by the first day of the spring semester a letter from the sending school's Registrar's office confirming that the student has completed the A.A./A.S. degree requirement. An official transcript showing a conferred A.A./A.S. degree should be submitted as soon as it is available from the sending institution. Failure to provide an official transcript or letter from Registrar can result in removal from registered classes at the Communiversity.**

Graduates from accredited New Jersey community or four-year colleges, with an A.A. or A.S. degree, and who have earned a cumulative grade point average (CGPA) of at least 2.0 (on a 4.0 scale) will be able to transfer a block of credits (a maximum of 66 credits), thereby satisfying the University's general studies requirements including the All University Requirements (AUR).

The Associate in Applied Science (A.A.S.) degree programs are generally classified as terminal, vocational programs. A maximum of 66 credits may be applied to NJCU degree requirements, assuming a minimum grade of "C" for all such accepted credits. Transferred credit from an A.A.S. degree program will be evaluated on a course-by-course basis and **WILL NOT** completely satisfy the University's general studies requirements.

Registration Information:

Advisement is conducted each semester at the Communiversity and may also take place via phone, email or in person at New Jersey City University, Jersey City campus. Through GothicNet, a web portal, students have the ability to register online. Please note that prior to registering online, students must meet with their advisor to lift the advisement hold. For more information on GothicNet, please visit the following site: <http://gothicnet.njcu.edu>.

Financial Aid:

Students seeking financial aid must complete the Free Application for Federal Student Aid (FAFSA) form at www.fafsa.ed.gov, selecting NJCU as their college choice. The priority filing deadline for the FAFSA is April 15. *NJCU's Federal Title IV school code is: 002613. Please refer to - http://www.njcu.edu/i2e/financial_aid/default_new.asp - if you have further questions or call (201) 200-3173.*

Disability Services:

Accepted students with disabilities should contact Jennifer Aitken, Director of the Office of Specialized Services, at 1-201-200-2091

Would you like to get started? Do you have any question?

Interested students may schedule an appointment with a Communiversity advisor by calling 1-732-280-7090 x3 or emailing info@njcommuniversity.org

For further information on the Business Administration Programs, please contact:

Dr. Patricia Maguire (Management and Marketing)

Phone: 1-201-200-3353

Email: pmaquire@njcu.edu

Prof. Peggy Griffin (Accounting)

Phone: 1-201-200-3353

Email: mgriffin1@njcu.edu

Prof. Marilyn Ettinger, Business Administration Chairperson (Finance)

Phone 1-201-200-3353

Email: mettinger@njcu.edu

or

Dr. Melanie McDonald, Associate Dean

Phone: 1-201-200-3321

Email: mmcdonald@njcu.edu

www.njcommuniversity.org