Undergraduate Business Administration Program

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Advising Appointment Online Scheduler: https://meetme.so/TepperAdvising www.cmu.edu/tepper/programs/undergraduate-business (http://www.cmu.edu/tepper/programs/undergraduate-business/)

The Business Administration Program in the Tepper School of Business is for students interested in a broad undergraduate education based on management science, quantitative reasoning, leadership development, and communications skills. The curriculum is rigorous and flexible to accommodate student interests, academic, and career goals.

The curriculum includes a central core of courses in the functional areas of business, economics, mathematics, communications, and university courses in liberal arts and sciences. Students complete an in-depth study in one functional business concentration and additional business electives. Students also complete a minor from outside the Tepper School of Business to enhance their business education. The minor promotes students' intellectual confidence and leads to the broad knowledge that can last a lifetime. The curriculum structure helps Tepper graduates become leaders in complex global business, technical, and political environments.

Beyond the major in Business Administration, we offer the opportunity for minors and additional majors to students in other programs of the university.

B.S. Degree in Business Administration

To receive the B.S. degree in Business Administration, students must complete at least 364 units, consisting of the requirements for the Business Foundations, Business Core, Concentration, Business Electives, University Core, and a Minor.

Business Foundations

Mathematics		Units
21-120	Differential and Integral Calculus	10
or 21-111 & 21-112	Calculus I and Calculus II	
21-256	Multivariate Analysis	9
or 21-259	Calculus in Three Dimensions	
70-257	Optimization for Business	9
or 21-257	Models and Methods for Optimization	
or 21-292	Operations Research I	
Economics		
73-102	Principles of Microeconomics	9
or 73-104	Principles of Microeconomics Accelerated	
73-103	Principles of Macroeconomics	9
73-230	Intermediate Microeconomics	9
or 73-240	Intermediate Macroeconomics	
Statistics		
70-207	Probability and Statistics for Business Applications	9
or 36-200	Reasoning with Data	
70-208	Regression Analysis	9
or 36-202	Methods for Statistics & Data Science	

Business Core

		Units
70-106	Business Science	9
70-110	Business Computing	9
70-122	Introduction to Accounting	9
70-311	Organizational Behavior	9

70-332	Business, Society and Ethics	9
70-340	Business Communications	9
70-345	Business Presentations	9
70-371	Operations Management	9
70-381	Marketing I	9
70-391	Finance	9
70-104	Business Leadership Endeavor I	3
70-204	Business Leadership Endeavor II	3
70-304	Business Leadership Endeavor III	3
70-401	Management Game	12
or 70-447	Client Consulting Project: Strategic Management of the Enterprise	

Concentration

The Concentration allows students to gain knowledge and expertise in a particular area of business practice. Students must complete one of the following concentrations. For students electing to complete an additional major, the concentration requirement is waived (as is the minor requirement) and students must complete three business elective courses as part of the waived concentration requirement. Concentration courses cannot double-count with any other degree requirement including the minor requirement.

- Accounting
- Business Analytics and Technologies
- Entrepreneurship
- Finance
- Global Economics and Business
- Marketing Management
- Operations Management
- Product Management
- Strategic Management

Business Electives

Students must complete 18 units of Business Electives. A business elective course is any Business course (70-xxx) that is not being used to satisfy another degree requirement. This can include 21-270 Introduction to Mathematical Finance and upper-level Economics courses (73-3xx and above). Business Electives cannot double-count with any other degree requirement including the minor.

Minor

In order to obtain the degree, students must complete a minor from another academic department. For students electing to complete an additional major or dual degree, the minor and concentration requirements are waived and the student must complete 9 additional units of business elective coursework.

university core

Students are required to complete Tepper School University Core, general education coursework in the liberal arts and sciences.

Computing @ Carnegie Mellon

All undergraduate students are required to take 99-101 (http://coursecatalog.web.cmu.edu/search/?P=99-101) Computing @ Carnegie Mellon to graduate (usually taken prior to the start of the first year or during the first year). The course focuses on Carnegie Mellon tools and technologies.

Business Concentrations

The concentration allows students to gain knowledge and expertise in a particular area of business practice. The coursework in the concentrations

prepares students with the knowledge and skills for their career pursuits. Completing a concentration is part of the business degree requirements.

Business concentrations require at least 4 courses beyond the Business Core. Courses taken to meet concentration requirements are not allowed to double count toward any other BA degree requirements, including the minor requirement. Business concentrations may require prerequisites from courses outside the concentration.

Accounting

Required:
70-424 Corporate Financial and Sustainability Reporting

Choose 3 remaining courses from:
70-422 Managerial Accounting
70-427 Modern Banks: Strategy and Regulation
70-428 Financial Statement Analysis
70-498 Business Language Analytics: Mining Financial Texts and Graphs

Business Analytics and Technologies

Choose 1 from:
70-374 Data Mining & Business Analytics
70-467 Machine Learning for Business Analytics

Choose 3 remaining courses from:
70-374 Data Mining & Business Analytics
70-387 Strategy for High-Tech Products and Services
70-455 Data Management Fundamentals
70-458 Advanced Data Management
70-460 Mathematical Models for Consulting
70-467 Machine Learning for Business Analytics
70-469 End to End Business Analytics
70-498 Business Language Analytics: Mining Financial Texts and Graphs
73-366 Designing the Digital Economy
73-374 Econometrics II

Entrepreneurship

Required:
70-415 Introduction to Entrepreneurship
70-416 New Venture Creation

Choose 2 remaining courses from:
70-395 Funding Entrepreneurial Ventures
70-438 Commercialization and Innovation
70-443 Digital Marketing and Social Media Strategy
49-300 Integrated Product Conceptualization
70-509 Independent Study in Entrepreneurship (special permission required)

Finance

Required:
70-492 Investment Analysis
70-495 Corporate Finance

Choose 2 remaining courses from:
70-337 Business of Blockchain
70-353 Financial Regulation in the Digital Age
70-398 International Finance
70-484 Data Science for Finance
70-490 Big Data in Finance and Machine Learning
70-493 Valuation and Financial Modeling
70-497 Derivative Securities
70-498 Business Language Analytics: Mining Financial Texts and Graphs
73-338 Financial Crises and Risk

Global Economics and Business

Required:
73-265 Economics and Data Science

Choose 1 course from:
73-347 Game Theory Applications for Economics and Business
73-421 Emerging Markets

Choose 2 remaining courses from:
70-398 International Finance
73-338 Financial Crises and Risk
73-341 Managing through Incentives
73-365 Firms, Market Structures, and Strategy
73-366 Designing the Digital Economy

73-372 International Money and Finance
73-427 Sustainability, Energy, and Environmental Economics

product Management

Required:
70-387 Strategy for High-Tech Products and Services
70-452 Introduction to Product Management

Choose 1 course from*:
05-391 Designing Human Centered Software
05-410 User-Centered Research and Evaluation
70-389 Design Thinking for Business: Creative Solutions for Complex Problems

*For business majors with an HCII minor or additional major the requirement is waived and are required to take 2 courses from 70-385, 70-443, 70-481, 70-482.

Choose 1 course from:
70-385 Consumer Behavior
70-443 Digital Marketing and Social Media Strategy
70-481 Marketing Research
70-482 Pricing Strategy

OPERATIONS MANAGEMENT

Required:
70-460 Mathematical Models for Consulting
70-471 Supply Chain Management

Choose 2 remaining courses from:
70-373 Sustainable Operations
70-422 Managerial Accounting
70-447 Client Consulting Project: Strategic Management of the Enterprise
70-453 Business Technology for Consulting
70-462 Uncertainty and Risk Modeling
70-474 Quality Principles and Productivity
70-476 Service Operations Management
70-477 Real Options: Creating Value Beyond NPV
70-493 Valuation and Financial Modeling

Marketing Management

Required:
70-481 Marketing Research

Choose 3 remaining courses from:
70-385 Consumer Behavior
70-387 Strategy for High-Tech Products and Services
70-443 Digital Marketing and Social Media Strategy
70-482 Pricing Strategy
70-483 Advertising and Marketing Communications
70-485 Product and Brand Management

Strategic Management

Choose 1 course from:
70-437 Strategic Management and Innovation
70-465 Technology Strategy

Choose 3 remaining courses from:

70-387 Strategy for High-Tech Products and Services
70-341 Team Dynamics and Leadership

70-342 Managing Across Cultures

70-385 Consumer Behavior

70-424 Corporate Financial and Sustainability Reporting

70-437 Strategic Management and Innovation

70-440 Corporate Strategy

70-465 Technology Strategy

Additional Major in Business Administration

Students are eligible to apply for the Additional Major in Business Administration after completion of the Minor in Business Administration

requirements plus 21-120 Differential and Integral Calculus and 70-207 Probability and Statistics for Business Applications (or equivalent course).

The following courses are required for the Additional Major:

Business Foundations

Mathematics		Units
21-120	Differential and Integral Calculus	10
or 21-111	Calculus I	
& 21-112	and Calculus II	
21-256	Multivariate Analysis	9
or 21-254	Linear Algebra and Vector Calculus for Engineers	
or 21-259	Calculus in Three Dimensions	
70-257	Optimization for Business	9
or 21-257	Models and Methods for Optimization	
or 21-292	Operations Research I	
Economics		
73-102	Principles of Microeconomics	9
or 73-104	Principles of Microeconomics Accelerated	
73-103	Principles of Macroeconomics	9
73-230	Intermediate Microeconomics	9
or 73-240	Intermediate Macroeconomics	
Statistics		
70-207	Probability and Statistics for Business Applications	9
or 36-200	Reasoning with Data	
70-208	Regression Analysis	9
or 36-202	Methods for Statistics & Data Science	

Business Core

70-110	Business Computing	9
70-122	Introduction to Accounting	9
70-311	Organizational Behavior	9
70-332	Business, Society and Ethics	9
70-340	Business Communications	9
70-345	Business Presentations	9
70-371	Operations Management	9
70-381	Marketing I	9
70-391	Finance	9
70-401	Management Game	12

Business Electives

Students must also complete a minimum of 18 units with a maximum of 21 units in Business courses (70-xxx). The electives cannot include the Business Leadership Endeavor courses (70-104 Business Leadership Endeavor I, 70-204 Business Leadership Endeavor II, 70-304 Business Leadership Endeavor III) and Independent Study/Internship courses.

Double-Counting Restriction

Students pursuing the additional major may double-count two courses with any other major or minor requirements and are allowed unlimited double-counts for the business foundation courses.There are no double counting restrictions between the additional major and a student's home college general education requirements.

Dual Degree in Business Administration

Students intending to pursue a Dual Degree in Business Administration are required to apply for the dual degree and encouraged to consult with the Assistant Dean about their interests and application process. In addition to the student's primary degree requirements, a student accepted for Dual Degree in Business Administration is required to complete an overall number of units that exceeds the minimum unit requirement for the degree with the smaller unit requirement, by at least 90 units. Further, they must meet all requirements for the Business Administration major including the major's University Core, concentration area, and business elective requirements. The student's primary major will substitute for the minor requirement. The student's primary major must be completed prior to or at the same time as the dual degree in Business Administration to satisfy the minor requirement.

Students pursuing the dual degree may double-count two courses with any other degree, major, or minor requirements.

Minors

The Tepper School offers several minor options for students interested in studying business - Business Administration, Business Analytics and Optimization, Financial Management, Product Management, and Operations and Supply Chain Management.

The minor in Innovation and Entrepreneurship is offered by the Tepper School through the Integrated Design, Arts, and Technology (IDeATe) network. Students must follow IDeATe policies and procedures for this minor.

Application:

Students are eligible to apply for a minor upon completion of two required courses for the minor wherein they earn a 2.0 QPA or higher in said courses.

Double-Counting:

While there are no double counting restrictions between the minor and the student's home college general education requirements, only one minor course may double-count with any other major or minor requirements. The Minor in Operations and Supply Chain Management allows an additional double-count for a total of 2 courses that may double-count with any other major or minor requirements.

Minor in Business Administration

Required:

70-100	Global Business [1]	9
70-122	Introduction to Accounting	9
73-102	Principles of Microeconomics [2]	9
or 73-104	Principles of Microeconomics Accelerated	

[1] 70-100 Global Business is intended for first-year and sophomore students only. Juniors and seniors who did not complete 70-100 and pursue the business minor replace the course with a constrained elective. 70-106 Business Science can substitute for 70-100 only if 70-106 has already been completed.
[2] If a student successfully passes the 73-102 waiver, this requirement is waived and the student must take an additional 9 units of either constrained or business electives as defined by the minor.

Constrained Elective (*choose one*):

70-311	Organizational Behavior	9
70-371	Operations Management	9
70-381	Marketing I	9
70-391	Finance	9

Business Electives: 18 units of 70-xxx courses.

- The electives cannot include: the Business Leadership Endeavor courses (70-104 Business Leadership Endeavor I, 70-204 Business Leadership Endeavor II, 70-304 Business Leadership Endeavor III), 70-207 Probability and Statistics for Business Applications, 70-208 Regression Analysis, and Independent Study/Internship courses.

Minor in Business Analytics & Optimization

Students working toward the minor must take a Multivariate Calculus prerequisite course: 21-256 Multivariate Analysis or 21-259 Calculus in Three Dimensions or 21-254 Linear Algebra and Vector Calculus for Engineers.

Modeling Uncertainty (*choose one*):

70-207	Probability and Statistics for Business Applications	9
36-200	Reasoning with Data	9
36-220	Engineering Statistics and Quality Control	9
36-225	Introduction to Probability Theory	9

Business Analytics and Optimization Core (*required*):

70-467	Machine Learning for Business Analytics	9
or 70-374	Data Mining & Business Analytics	
or 15-388	Practical Data Science	
70-257	Optimization for Business	9
or 21-257	Models and Methods for Optimization	
or 21-292	Operations Research I	
70-469	End to End Business Analytics	9

Business Foundations Elective (*choose one*):

70-122	Introduction to Accounting	9
70-311	Organizational Behavior	9
70-371	Operations Management	9
70-381	Marketing I	9
70-391	Finance	9
73-102	Principles of Microeconomics [1]	9
or 73-104	Principles of Microeconomics Accelerated	

[1]Students may not use the 73-102 pre-requisite waiver to satisfy this requirement.

Technical Elective (*choose one*):

70-208	Regression Analysis	9
70-374	Data Mining & Business Analytics	9
70-455	Data Management Fundamentals	9
70-458	Advanced Data Management	9
70-460	Mathematical Models for Consulting	9
70-462	Uncertainty and Risk Modeling	9
70-467	Machine Learning for Business Analytics	9
73-374	Econometrics II	9
15-388	Practical Data Science	9

Minor in Financial Management

Required:

70-391	Finance	9
70-493	Valuation and Financial Modeling	9
70-207	Probability and Statistics for Business Applications	9
or 36-200	Reasoning with Data	
or 36-220	Engineering Statistics and Quality Control	
or 36-218	Probability Theory for Computer Scientists	
or 36-225	Introduction to Probability Theory	
or 36-217	Probability Theory and Random Processes	

Elective Courses (*choose three*):

70-398	International Finance	9
70-428	Financial Statement Analysis	9
70-492	Investment Analysis	9
70-495	Corporate Finance	9
73-103	Principles of Macroeconomics	9
73-337	Business of Blockchain	9
21-270	Introduction to Mathematical Finance	9

Minor in Innovation & Entrepreneurship (IDeATe)

The minor in *Innovation & Entrepreneurship* is offered by the Tepper School of Business (https://www.cmu.edu/tepper/) as part of the Integrative Design, Arts, and Technology (http://coursecatalog.web.cmu.edu/schools-colleges/tepper/undergraduatebusinessadministrationprogram/ideate.cmu.edu) network. *Innovation & Entrepreneurship* is for thinkers, dreamers, problem solvers, and realists. Students quickly learn the myth of the lone creative genius is just that, a myth, and the most transformative ideas and viable businesses come from creativity and repeatable innovation processes, business strategies and models, focused work, and a commitment to tackling real-world problems to bring value to people and the market. Through multidisciplinary coursework and a diverse cadre of faculty experts in business, technology, engineering, and design you will learn how to

research, ideate, visualize, and strategize taking an idea or venture forward from multiple perspectives and collaborations. You can expect to expand as a critical thinker while adding hard and soft skills in your toolkit through hands-on learning experiences.

Specifically, you will take courses that emphasize:

- Experiential learning by doing through real-world problems, scenarios, case studies, etc.
- Critical thinking skills to understand problems, analyze strategies, determine approaches
- Multidisciplinary teamwork and collaboration
- Innovation processes, business models, strategies, and approaches
- 2D and 3D prototyping and visualizing of concepts and solutions

The IDeATe undergraduate curriculum consists of ten areas, all of which can also be taken as minors. The themes of these areas integrate knowledge in technology and arts: Game Design, Animation & Special Effects, Media Design, Design for Learning, Sonic Arts, Innovation and Entrepreneurship, Intelligent Environments, Physical Computing, Soft Technologies, and Immersive Technologies in Arts & Culture. *For more information about IDeATe, please see the* Undergraduate Options *(*http://coursecatalog.web.cmu.edu/aboutcmu/undergraduateoptions/#ideate*) section of the Catalog.*

Innovation & Entrepreneurship Minor Requirements

Innovation Entrepreneurial Mindset Course

		Units
70-246	Innovation & Entrepreneurial Mindset	6

One Portal Course

For students without prior design or product design experience, one of the following:		Units
15-294	Special Topic: Rapid Prototyping Technologies	5
15-394	Intermediate Rapid Prototyping	5
51-236	Information Design	9
62-478	IDeATe: digiTOOL	9

For students without prior programming or computer science experience:		Units
15-104	Introduction to Computing for Creative Practice	10

One Entrepreneurship Course

		Units
70-415	Introduction to Entrepreneurship	9

One Venture Creation Course

		Units
70-395	Funding Entrepreneurial Ventures	9
70-416	New Venture Creation	9

One Innovation Process Course

		Units
70-438	Commercialization and Innovation	9

One Product Development Course

		Units
49-300	Integrated Product Conceptualization	12

Practice/Experience

Multiple possibilities, including:

- 70-416 New Venture Creation (if you did not take it as your Venture Creation option)
- The Swartz Center for Innovation and Entrepreneurship Innovation Scholars Program (http://www.cmu.edu/swartz-center-for-entrepreneurship/education-and-resources/experiential-learning/innovation-scholars/)
- The Swartz Center for Innovation and Entrepreneurship Project Olympus Probe (http://www.cmu.edu/swartz-center-for-entrepreneurship/education-and-resources/project-olympus/probes/student-probe-projects.html) - Working on your own startup (12 weeks full-time in summer or throughout one full academic year);

- Students may also, with prior approval of Dave Mawhinney, fulfill this requirement through an internship with a qualifying startup or product design firm (12 weeks, full-time). If interested in this option, students should contact Dave Mawhinney (http://www.cmu.edu/swartz-center-for-entrepreneurship/about/staff.html) during their internship search.

Double-Counting

No more than two minor courses may double-count toward a student's major core requirements or an additional minor's core requirements.

Minor in Operations & Supply Chain Management

Required:

73-102	Principles of Microeconomics [1]	9
or 73-104	Principles of Microeconomics Accelerated	
70-371	Operations Management	9
70-257	Optimization for Business	9
or 21-257	Models and Methods for Optimization	
or 21-292	Operations Research I	
70-471	Supply Chain Management	9
70-460	Mathematical Models for Consulting	9
or 70-477	Real Options: Creating Value Beyond NPV	

[1] If a student successfully passes the 73-102 waiver, this requirement is waived and the student must take an additional 9 units of business electives (70-xxx). The electives cannot include the Business Leadership Endeavor courses (70-104 Business Leadership Endeavor I, 70-204 Business Leadership Endeavor II, 70-304 Business Leadership Endeavor III), 70-207 Probability and Statistics for Business Applications, 70-208 Regression Analysis and Independent Study/Internship courses.

Engineering Project Management (*choose one***):**

06-421	Chemical Process Systems Design	12
12-411	Project Management for Engineering and Construction	9
18-540	Rapid Prototyping of Computer Systems	12
18-578	Mechatronic Design	12
19-451-19-452	EPP Projects I-II	12
24-370	Mechanical Design: Methods and Applications	12
42-402	BME Design Project	9
88-451-88-452	Policy Analysis Senior Project-Policy Analysis Senior Project	12

Minor in Product Management

Required:

70-381	Marketing I	9
70-387	Strategy for High-Tech Products and Services	9
70-452	Introduction to Product Management	9
73-102	Principles of Microeconomics [*]	9
or 73-104	Principles of Microeconomics Accelerated	

* If a student successfully passes the 73-102 waiver, this requirement is waived and the student must take an additional 9 units of minor coursework.

Course in Design Thinking (*choose one***):**

70-389	Design Thinking for Business: Creative Solutions for Complex Problems	9
05-391	Designing Human Centered Software	12
05-410	User-Centered Research and Evaluation	12

Marketing Course (*choose one***):**

70-385	Consumer Behavior	9
70-481	Marketing Research	9
70-482	Pricing Strategy	9
70-483	Advertising and Marketing Communications	9

Business Administration Policies and Procedures

Policies and procedures are listed below; additional policies and resources are in the Tepper School of Business Undergraduate Student Handbook and on the Tepper School Undergraduate Programs website.

COURSE DOUBLE COUNTS

Students cannot double count courses within the Business Administration curriculum. Courses in the concentration and business elective requirements are not allowed to double count against any other degree requirement, including minor or additional major pursuits. When choosing to double-count courses between Tepper and other academic departments, the double-count policies are determined by the other academic department for a minor, additional major, and/or dual degree. There are no double-counting restrictions between the minor and the student's home college general education requirements.

Non-Tepper students earning a minor, additional major, or dual degree in Business Administration must adhere to the policies listed in the catalog for double counting courses. Students pursuing multiple Tepper minors cannot double count beyond one course across the minors. There are no double-counting restrictions between the minor or additional major and the student's home college general education requirements.

COURSE GRADE POLICIES

Students in the business administration major must earn letter grades (A through D) for the required business courses including core courses, foundation courses, general education courses, business electives, and concentration area courses. The only degree requirement wherein a P grade is acceptable is Computing @ Carnegie Mellon (99101) or P grades awarded in the Spring 2020 Special Pass/No Pass election. Repeating courses does not replace the previously earned grade on the transcript and both grades are calculated into the QPA. Courses completed with a letter grade earn factorable units that are used to compute QPA.

DEAN'S LIST

Business Administration students who earn at least a 3.75 QPA with at least 36 factorable units (while receiving no conditional grades of "I" for Incomplete) receive Dean's List honors in fall and spring semesters. The Dean's List is published on the Tepper School website.

EXTERNAL CREDIT TRANSFER

Courses taken at higher education institutions outside of Carnegie Mellon can be considered for transfer credit if the course and the institution offering them meet a comparable level and rigor as determined by CMU faculty. Transfer credit for any Carnegie Mellon course must be approved through the appropriate review processes.

Students must earn a final grade of C or higher to receive transfer credit unless otherwise noted by an individual approval. CMU Washington Semester and CMU-Qatar courses are exempt from the transfer course policy; community college and online courses may be considered for transfer credit by the individual department policies. Students pursuing the Dual Degree in Business Administration are subject to the transfer policy for business administration primary majors.

The following courses must be taken at Carnegie Mellon: 70-106 Business Science, 70-104 Business Leadership Endeavor I, 70-204 Business Leadership Endeavor II, 70-304 Business Leadership Endeavor III, 70-401 Management Game or equivalent, 99-101 Computing @ Carnegie Mellon or First Year Writing.

Business students can transfer up to 90 units from higher education institutions to count towards the degree requirements, including study abroad.

Only 5 courses can be taken at U.S. institutions;
Only 2 courses can transfer to the business foundation courses requirements;
Only 1 course can transfer between the concentration and business elective course requirements;
Only 1 course can transfer to the business core course requirements;
Only 3 courses can transfer as general education courses.

Students who complete dual enrollment college coursework during high school must be able to produce a university/college transcript and

demonstrate that the course was taught by a college/university faculty member. Dual enrollment courses must be evaluated within the CMU equivalency processes and the courses must fall within the current transfer policy. External transfer students admitted to the Tepper School may transfer up to 182 units (including AP credit). External transfer students are not permitted to earn additional transfer credit with exceptions considered for study abroad.

Non-UBA students interested in pursuing a business minor/additional major can transfer no more than 9 units toward a minor/no more than 27 units toward the additional major requirements.

MBA COURSE ENROLLMENT

Tepper seniors with a cumulative QPA of 3.5 or higher may be eligible to enroll in Tepper graduate courses. MBA core courses are not available for undergraduate enrollment and an application for graduate course enrollment does not guarantee enrollment. Students who are interested in this option should speak with their academic advisor.

MINOR requirement for business students & additional major option

Students are required to complete a minor to earn the business degree, and some students choose to fulfill this requirement with an additional major. Each college has its own process for declaring a minor/additional major; students should work with the individual department to learn their policies. Upon official declaration of the minor/additional major, students should regularly meet with the minor/additional major advisor and their Tepper School advisor to ensure that they are meeting the requirements of the minor/additional major. If a student completes an additional major, the minor requirement is waived (as is the concentration requirement). Students must complete at least 27 plus units of business elective courses for their degree requirements if they earn an additional major. The minor/additional major is certified by the corresponding department at the time of graduation. Failure to complete the minor requirement will prevent a student in business administration from graduating.

Pass grades

There is a limit of 9 units of "P" that students may apply toward the 364 units needed for the Business Administration degree (this excludes C@CM). Exceptions are available for students who earned P grades during Spring 2020.

STUDENTS PURSUING BUSINESS MINORS OR ADDITIONAL MAJOR

For non-business students who completed 70-106 as a primary business major and subsequently pursue the business administration minor, 70-106 can substitute for 70-100. 70-106 is not an allowed substitute in any other circumstance.

Students majoring in Mathematics and concentrate in Operations Research who elect to pursue a business administration minor must take an additional constrained elective unique to the minor to avoid a violation of the double-count policy.

Transferring into Business

The Business Administration program accepts applications for transfer admission from any academic institution outside of Carnegie Mellon University on a limited basis. Students interested in transfer should contact Carnegie Mellon's Office of Admission.

The program also accepts applications for a major change from current Carnegie Mellon students who are in other academic programs to begin in either the fall or spring semester. To be considered, a student must have successfully completed a Carnegie Mellon math course required in the business program (21-120 Differential and Integral Calculus, 21-256 Multivariate Analysis, 21-254 Linear Algebra and Vector Calculus for Engineers, or 21-259 Calculus in Three Dimensions) and 73-102 Principles of Microeconomics or 73-104 Principles of Microeconomics Accelerated. The application also requires a resume and personal statement. CMU students interested in changing to a Tepper major must complete the internal transfer application by the deadline which is always the last day of class in the semester preceding the desired semester for transfer. Successful transfer is limited by space.

Full-Time Faculty

MUSTAFA AKAN, Associate Professor of Operations Management – Ph.D., Northwestern University; Carnegie Mellon, 2008–

JAMES F. ALBERTUS, Assistant Professor of Finance – Ph.D., New York University; Carnegie Mellon, 2016–

LAURENCE ALES, Professor of Economics – Ph.D., University of Minnesota; Carnegie Mellon, 2008–

SEAN AMMIRATI, Distinguished Service Professor of Entrepreneurship – B.S. Computer Information Systems, Grove City College; Carnegie Mellon, 2002–

JAY APT, Professor Emeritus – Ph.D., Massachusetts Institute of Technology; Carnegie Mellon, 2000–

LINDA ARGOTE, Thomas Lord Professor of Organizational Behavior and Theory; Director, Center of Organizational Learning, Innovation and Knowledge – Ph.D., University of Michigan; Carnegie Mellon, 1979–

BRANDY L. AVEN, Associate Professor of Organizational Theory, Strategy, and Entrepreneurship – Ph.D., Stanford University; Carnegie Mellon, 2010–

ISABELLE BAJEUX-BESNAINOU, Dean; Richard P. Simmons Professor of Finance – Ph.D. , University of Paris; Carnegie Mellon, 1989–

KATHRYN BARRACLOUGH, Teaching Professor of Finance; Associate Dean, Masters Programs – Ph.D., Australian National University; Carnegie Mellon, 2015–

JAMES A. BEST, Assistant Professor of Economics – Ph.D., University of Edinburg; Carnegie Mellon, 2018–

CARLA BEVINS, Associate Teaching Professor of Business Communication – Ph.D., University of Kentucky; Carnegie Mellon, 2017–

ROBERT BLATTBERG, Timothy W. McGuire Distinguished Service Professor of Marketing – Ph.D., Carnegie Mellon University; Carnegie Mellon, 1971–

PETER BOATWRIGHT, Allan D. Shocker Professor of Marketing and New Product Development; Co-Director, Integrated Innovation Institute – Ph.D., University of Chicago; Carnegie Mellon, 1997–

PIETRO BONALDI, Assistant Professor of Accounting – Ph.D., University of Chicago; Carnegie Mellon, 2017–

ARTHUR BONI, The John R. Thorne Distinguished Career Professor of Entrepreneurship, Emeritus – Ph.D., University of California, San Diego;

SERRA BORANBAY-AKAN, Assistant Teaching Professor of Economics – Ph.D., Northwestern University; Carnegie Mellon, 2013–

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