

# Tepper School of Business

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The mission of the Tepper School of Business is to improve the leadership and problem-solving capabilities of individuals so as to enhance their value to organizations and society at large. The Tepper School of Business strives for excellence in the creation and dissemination of knowledge that is grounded in scientific principles and interdisciplinary collaboration, and is directed toward improving the practice and profession of management.

## History

Since its founding in 1949 by William Larimer Mellon, the Tepper School of Business at Carnegie Mellon has been a pioneer in the field of analytical decision-making and management science. Its three main activities are undergraduate education, graduate education, and research.

Today, the business school is most recognized for research and teaching in the areas of economics, finance, marketing, operations management, organizational behavior, and operations research. The School's notable contributions to the intellectual community include nine Nobel laureates. It is also ranked among the schools with the highest rate of academic citations in the fields of finance, operations/production, operations research, and organizational behavior. The academic offerings of the Tepper School of Business include undergraduate studies in business and economics, masters studies in business administration and financial engineering, and doctoral studies.

Undergraduate and graduate students gain a valuable academic foundation in the fundamental disciplines of economics, the behavioral sciences and the management sciences. In addition to emphasizing an analytical approach to problem-solving and decision-making, students integrate communication, strategic thinking and leadership into their student experience.

## Educational Objectives

The Tepper School of Business is home to the Undergraduate Business Administration Program and the Undergraduate Economics Program (joint with the Marianna Brown Dietrich College of Humanities and Social Sciences). The Tepper School of Business at Carnegie Mellon endeavors to be the world leader and path-breaker in management education and research, known internationally for:

- Graduates who are capable of being high-impact business leaders, who are entrepreneurial and continue to learn, and who can harness information and technology to produce sustainable economic growth.
- Education and research programs that are innovative, interdisciplinary, information-technology intensive and international in scope, and that seamlessly build upon the core competencies of the Tepper School of Business and Carnegie Mellon University, thereby maximizing impact and value.
- A learning environment that capitalizes on the advantage of diversity of community, the open exchange of ideas, and where discovery, innovation and creativity flourish.
- Values that build upon high expectations of ethical behavior, respect for the individual, responsibility to society, dedication to work, and commitment to quality and continuous improvement.

## Academic Programs

### Undergraduate Degrees Offered

The Tepper School offers degrees and programs that allow students to explore particular fields within their major. These are outlined below — see the departmental sections of the catalog for further details.

#### Business Administration

The Undergraduate Business Administration Program at the Tepper School is among the world's elite programs for undergraduate business study and is consistently rated in the top ten undergraduate programs by US News & World Report and in the top twenty-five by Businessweek. Its reputation is based upon a rigorous academic curriculum, rich in the technical aspects of management, along with the breadth of liberal arts courses that characterizes what the best of undergraduate study means for the development of the person.

It offers the degree of Bachelor of Science in Business Administration with the following concentration areas for specialized study:

- Accounting
- Business Analytics
- Business Technology
- Entrepreneurship
- Finance
- Graphic Media Management
- International Management
- Leadership & Organizational Effectiveness
- Marketing
- Operations Management

#### Economics

The Undergraduate Economics Program has a unique position at Carnegie Mellon University. It is the sole undergraduate program that is a joint program of the Tepper School of Business and the Marianna Brown Dietrich College of Humanities and Social Sciences. The combination of research strength (The Tepper School has been home to nine Nobel laureates in Economics) and commitment to liberal arts and interdisciplinary studies (Dietrich College has "the most creative general education program of any American university" – New York Times) provides our undergraduates with a world-class economics program.

Economics majors are considered members of both colleges and enjoy the full support and services of both. Undergraduate economics students should consult the program's website for details about applicable Tepper School and Marianna Brown Dietrich academic policies and procedures.

The Undergraduate Economics Program offers four primary degrees (listed below). These degree programs couple prerequisites with the opportunity to tailor elective choices to enable students to develop depth in topics of particular interest to them. Potential topics include economics and policy, economics of financial markets, economics in the global market place, game theory, market design and strategy, macroeconomics (applied and/or theory), microeconomics (applied and/or theory).

- B.A. in Economics
- B.S. in Economics
- B.S. in Economics and Mathematical Sciences
- B.S. in Economics and Statistics

## Minors, Additional Majors and Dual Degrees

In addition to offering major degrees, both undergraduate programs offer additional majors, dual degrees and minors to all members of the Carnegie Mellon undergraduate community. These degrees are:

- Additional Major in Business Administration
- Additional Major in Economics
- Additional Major in Economics and Statistics
- Minor in Business Administration
- Minor in Operations and Supply Chain Management
- Minor in Economics

Students interested in these degrees should consult with the appropriate Tepper School academic advisor.

## First Year Experience and General Education Program

Although the undergraduate business students and the undergraduate economics students follow different first year curricula, both programs provide a broad foundation upon which students build their eventual majors. Details about the first-year experience and general education requirements for the undergraduate business students and the undergraduate economics students can be found, respectively, on the Undergraduate Business Program website (<http://tepper.cmu.edu/prospective-students/undergraduate/business>) and the Dietrich College of Humanities and Social Sciences General Education website (<http://www.hss.cmu.edu/gened>).

## Study Abroad

The Undergraduate Programs encourage students to consider enriching their educational experience by studying abroad during their undergraduate tenure. Interested students should meet with their academic advisors and with the Office of International Educational advisors.

## Honors Degree Programs

Both the Undergraduate Economics Program and the Undergraduate Business Administration Program encourage and offer qualified students the opportunity to participate in an honors degree program. See each program's section of the catalog for more details.

## Accelerated Masters Programs

All Carnegie Mellon undergraduates with outstanding academic performance are eligible to apply to the Tepper School of Business accelerated MBA program. Students who are accepted bypass their senior year as undergraduates and earn both their bachelors degree and their MBA degree in five years. Applicants to the 3-2 program are evaluated not only on their academic achievement but also on their maturity, commitment, sense of direction, and interpersonal and communications skills. Their experiences in summer internships and their extracurricular activities are also evaluated. Admission to the MBA program is highly competitive, and 3-2 applicants compete with the entire applicant pool for spaces in the program. Students interested in the 3-2 program should read the MBA catalog available from the Masters Admissions Office. They should also talk with their individual academic advisors concerning completion of their undergraduate requirements.

Tepper School undergraduate students are also eligible to apply to the accelerated masters programs (Masters of Arts Management, Masters in Biotechnology Management, Masters of Health Care and Policy Management, Masters of Public Policy and Management, and Masters of Information Systems) offered by the H. J. Heinz III College.

## Research Centers

Website: <http://tepper.cmu.edu/our-faculty-and-research/centers/>

True to its heritage, the Tepper School commits significant resources to continuing research that advances business practice and theory. Students have the opportunity to learn from professors who spearhead internationally recognized research centers, including:

- Accelerate Leadership Center (<http://tepper.cmu.edu/our-faculty-and-research/centers/accelerate-leadership-center>)
- Carnegie Bosch Institute for Applied Studies in International Management (<http://tepper.cmu.edu/our-faculty-and-research/centers/carnegie-bosch-institute>)
- Carnegie Mellon Electricity Industry Center (<http://wpweb2.tepper.cmu.edu/electricity>)
- Center for Behavioral and Decision Research (<http://cbdr.cmu.edu>)
- Center for Marketing Technology and Information (<http://tepper.cmu.edu/our-faculty-and-research/centers/center-for-marketing-technology-and-information>)
- Center for Organizational Learning, Innovation and Knowledge (<http://wpweb2.tepper.cmu.edu/orgsci>)
- Donald H. Jones Center for Entrepreneurship (<http://tepper.cmu.edu/our-faculty-and-research/centers/donald-h-jones-center-for-entrepreneurship>)
- Green Design Institute (<http://www.cmu.edu/gdi>)

- PNC Center for Financial Services Innovation (<http://tepper.cmu.edu/our-faculty-and-research/centers/pnc-center-for-financial-services-innovation>)

## Tepper School Policies and Procedures

### Academic Standards

A detailed list and explanation of university-wide academic standards and practices governing undergraduate students may be found in the "Undergraduate Academic Regulations" (<http://coursecatalog.web.cmu.edu/servicesandoptions/undergraduateacademicregulations>) section of the catalog. Below you will find rules that apply specifically to the Tepper School undergraduate student.

#### Dean's Lists

##### **Business Administration Program**

Each semester, the Tepper School Dean's Office recognizes undergraduate Business Administration students who have earned outstanding academic records by naming them to the Dean's List.

The criteria for earning Dean's List recognition in the undergraduate Business Administration Program are: a semester QPA of at least 3.75 while completing at least 36 factorable units of coursework and earning no conditional grades (i.e., I [incomplete]) at the time that final grades are recorded.

##### **Economics Program**

Students in the Economics Programs are recognized for their outstanding records by the Dean's Office of the Marianna Brown Dietrich College of Humanities and Social Sciences. The criteria for earning Dean's List recognition in the undergraduate Economics Program are determined by the Dietrich College.

- Students who complete at least 45 factorable units and attain a semester QPA from 3.50 through 3.74 are named to the Dean's List, with Honors; if the semester QPA is 3.75 or higher, students are named to the Dean's List, with High Honors.
- Students who complete at least 36 or up to 44 factorable units and attain a semester QPA of 3.75 or higher are named to the Dean's List, with Honors.
- In addition, it is generally the case that students are not eligible for the dean's list who receive conditional grades (i.e., I [incomplete] or X [conditional failure]) at the time when final semester grades are recorded.

#### Academic Actions

##### **Business Administration Program**

**Probation:** a student earning less than a 2.00 QPA in any semester is subject to academic action and is placed on academic probation. The term of probation is one semester as a full-time student.

Students generally are removed from probation and restored to good standing after earning a semester QPA of 2.00 or better and when their cumulative QPA is 2.00 or above. Students on probation who meet this QPA criterion, but carry less than the average number of course units in a semester, may be subject to continued probation status at the Program's discretion.

**Suspension:** a student who does not meet minimum standards at the end of one semester of probation will be suspended. The minimum period of suspension is one academic year (two semesters). At the end of that period a student may return to school (on probation) by:

1. submitting a Return from Leave form (found on The HUB's website);
2. submitting supplemental information as requested by the Program; and
3. receiving permission in writing from the Program Head.

Students who have been suspended or have withdrawn are required to absent themselves from the campus (including residence halls and Greek houses) within a maximum of two days after the action and to remain off the campus for the duration of the time specified. This action includes debarment from part-time or summer courses at the university for the duration of the period of the action. Although suspended students may not hold student jobs, students on academic suspension may, under certain circumstances, have a non-student job with the university. Students on disciplinary or administrative suspension may not.

Drop: This is a permanent severance. A student who has been suspended and who fails to meet minimum standards in the semester that they return to school will be dropped.

Students who have been dropped are required to absent themselves from the campus (including residence halls and Greek houses) within a maximum of two days after the action.

#### **Economics Program**

Undergraduate Economics students are governed by the Dietrich College academic actions policies (<http://coursecatalog.web.cmu.edu/dietrichcollegeofhumanitiesandsocialsciences/#academicstandardsregulationsandprotocols>).

## Graduation Requirements

Students in both the Business Administration Program and the Economics Programs qualify to graduate by meeting the following conditions:

1. Complete all degree, College, and University course requirements as shown in the Undergraduate Business Administration's and Undergraduate Economics Program's sections of this catalog.
2. Be recommended for their degree by the faculty of the Tepper School.
3. Meet the University's residency requirement, detailed in the "Undergraduate Academic Regulations" (<http://coursecatalog.web.cmu.edu/servicesandoptions/undergraduateacademicregulations>) section of the catalog.
4. Meet all financial obligations to the university before being awarded a degree.

Modification of Graduation Requirements: A student may seek permission to modify graduation requirements by petition to the Program head and the Senior Associate Dean, Education.

In addition to meeting university and college graduation requirements, the Undergraduate Economics Program has the additional requirement that economics courses counting towards any economics degree must be completed with a grade of "C" or better.

## Transfer into Tepper School of Business

#### **Internal Transfers**

Undergraduate students admitted to colleges at Carnegie Mellon other than the Tepper School and wishing to transfer into the Tepper School should consult with their current academic advisor and with an academic advisor in their program of interest. The decision to allow transfer will be made based on availability of space in the student's class and the student's academic performance. Transfer into the Tepper School of Business is determined at the program level. Current students wishing to transfer into either undergraduate program should follow the instructions provided at MyTepper (<http://mytepper.tepper.cmu.edu>).