A. B. Freeman School of Business

The A. B. Freeman School of Business offers the Bachelor of Science in Management degree at the undergraduate level. In addition, the Freeman School offers a variety of graduate degrees: Master of Accounting, Master of Business Administration, Master of Business Analytics, Master of Finance, Master of Global Management, Master of Management, Master of Management in Energy and Doctor of Philosophy.

Mission

We inspire, engage, and enable students, organizations, and our global business community to contribute to human achievement and prosperity by creating and disseminating high-impact business knowledge and by leveraging the experiences that New Orleans and Tulane provide.

History

Tulane University’s College of Commerce and Business Administration was founded in September 1914, supported by business leaders who envisioned a school that would strengthen the New Orleans economy and capitalize on its international ties. Under the leadership of Dean Morton A. Aldrich, the college joined 16 leading business schools in founding the Association to Advance Collegiate Schools of Business (AACSB International) and thus set the standards for business education in the United States. The school has maintained continuous accreditation since 1916.

In 1984, the A. B. Freeman School of Business was named in honor of Alfred Bird Freeman, chairman of the Louisiana Coca-Cola Bottling Co. A renowned business innovator and civic leader, Freeman advocated foreign trade zones and further development of the port of New Orleans.

Today, the Freeman School continues to meet the needs of the business community - locally, nationally, and internationally - by educating the leaders of today and tomorrow through its Bachelor of Science in Management, Master of Accounting, Master of Business Administration, Master of Business Analytics, Master of Finance, Master of Global Management, Master of Management, Master of Management in Energy, and Doctor of Philosophy in Business Administration degree programs.

Academic Policies

Undergraduate

Double Majors

BSM students can only have one second business major or one business minor in addition to their first business major. Overlap is allowed for required business major or minor courses only. Students completing a second major or minor outside the business school must complete the school's requirements for that major or minor.

Special Programs

Two specializations are available to students pursuing a Bachelor of Science in Management: energy and entrepreneurship. Students must complete nine semester credit hours selected from specified courses in the field of study and receive approval from faculty in the designated program.

Summer Study Abroad

Freeman’s Study Abroad programs enable students to live and learn in another culture. During the intensive summer study abroad programs, students earn elective credits toward completion of their Freeman business degrees. In these immersive settings, students develop international management skills by focusing on cultural understanding and global strategies that create competitive advantages in international business. All courses are taught by Freeman-affiliated international faculty and are taught in English. At the host institutions abroad, Freeman students study in a campus environment with business students from around the world. Classes, seminars, company visits, and cultural activities are typically included in the program itinerary. Summer programs are offered at two European and two Asian locations each year. Courses completed during summer study abroad count as Freeman electives.

Semester Study Abroad

The Freeman School offers qualified students the opportunity to study abroad for one or two semesters through a direct exchange with one of our 40 partner institutions in more than 20 countries. Students may select the semester when they go abroad, and the curriculum can be tailored to the students’ interest. Participants are directly enrolled at the partner institution and fully experience campus life in the host country. Business courses are most often taught in English by Freeman-affiliated international faculty and include both local and international students. If students are proficient in the host country language, they can also take courses taught in that language. Study abroad offers a broad range of academic offerings as well
as cultural immersion and the freedom to engage in extracurricular activities at the host university. This program is governed by the BSM Curriculum Committee and is managed by the staff of Study Abroad & Exchange.

Study Abroad staff members are available for student advising appointments in order to assist students with selecting the right program for them. Factors that students should weigh include academics, personal and professional goals, language(s) of instruction, level of immersion, host university environment and support services, rankings and academic rigor, safety and security, housing preferences, financial considerations, academic calendars, and program reviews.

**Independent Study**

To register for an independent study, students must have senior standing and an overall GPA of 3.333 or higher. Approval of the instructor and of the area head are required.

**Internships**

Qualified business majors may apply to receive credit for completing an unpaid internship. Students will earn one credit that will be shown as a 4000-level course on their transcripts. Please note: This credit does not apply towards the 122 minimum hours required for the BSM degree. The student is responsible for locating the position and making all arrangements.

There are a number of specific requirements that must be met in order to receive credit for an internship. Students must speak with the Career Management Center to confirm eligibility and complete an online application at least seven days before their intended start date. Participating in this program may satisfy requirements for some international students wishing to use Curricular Practical Training (CPT) to gain experience in a work setting off campus. However, eligibility is based on each student's unique visa status and will be evaluated once the student applies to the program.

**Graduate Grading System**

**Grade Symbols:**

All graduate programs in the Freeman School use a letter grade system with the following quality point equivalents:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
</tr>
<tr>
<td>A-</td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>2.67</td>
</tr>
<tr>
<td>C+</td>
<td>2.33</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>1.67</td>
</tr>
<tr>
<td>D+</td>
<td>1.33</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>D-</td>
<td>0.67</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete - This grade will automatically become F unless the work is made up within 30 days after the beginning of the following semester, excluding Summer School. This grade is not to be used as an automatic extension but only for unavoidable delays caused by illness or other emergencies.</td>
</tr>
</tbody>
</table>

The quality point total for each course is computed by multiplying the numerical value of the grade received by the course credit hours.

Graduate credit is awarded for grades of D- or better; however, lower grades must be offset with higher grades to meet continuation and graduation requirements. The grades of W (withdrawal), WF (withdrawal failing), and UW (unofficial withdrawal) may be assigned by the instructor when the student withdraws from a course before its completion. A grade of W does not affect the grade point average. Grades of WF or UW are computed in the grade point average as an F. A grade of P (pass) is not counted in the grade point average but is counted in earned hours. A grade of F (fail) is not counted in earned hours but is counted in the grade point average.

**Grading Guidelines:**

The Freeman School faculty approved the following recommended grading guidelines for the class GPA for each type of graduate course:

6000-level courses are expected to have a mean class GPA in the range of 3.00 to 3.33.
7000-level courses are expected to have a mean class GPA in the range of 3.33 to 3.67.

Faculty members teaching more than one section of the same course may pool the students in the different sections and compute one class GPA.

**Incomplete Grades**
If, for reasons acceptable to the instructor, a student fails to complete the required work within a course, he or she may receive the grade of I (incomplete). The student then has one semester (excluding the summer session) to complete the requirements for course credit. Should the incomplete not be resolved within one semester, the I automatically becomes an F. Once a grade of I is assigned, it remains on the official transcript beside the final grade received.

**Repeating Courses**
Graduate credit is earned on all Freeman courses in which a grade of D- or higher is earned. Courses for which a student has received credit can be repeated. A student must repeat any required course in which a failing grade is earned. However, both grades remain on the transcript. When a course is repeated, only the latest grade contributes to the grade point average. Elective courses do not need to be repeated, but the credit hour and grade point average requirements for graduation must be met. If a student receives a grade of WF due to a determined infringement of the unified code of graduate student academic conduct, the failing grade will remain in the GPA calculation, even if the course is repeated for credit.

**Auditing Courses**
The Freeman School discourages auditing courses. In exceptional circumstances, however, students may be allowed to audit a course with the permission of their program adviser. Once a course is audited, it may only be taken for credit at a later date with the approval of the instructor and the program adviser.

**Class Attendance/Medical Withdrawals**
Students are expected to attend all classes unless they are ill or prevented from attending by exceptional circumstances. Instructors should establish policies for attendance in their classes that are announced at the beginning of the semester. Students who find it necessary to miss class are responsible for obtaining notes on material covered in lectures or other class sessions. It is up to the instructor to determine whether or not to allow the student to make up missed quizzes, examinations or other exercises. Students are responsible for notifying professors about absences that result from serious illnesses, injuries or critical personal problems. Check with the Student Health Center on the current policies for medical excuses.

**Courses in Other Divisions of Tulane**
A student may petition the associate dean for permission to take up to six credit hours of graduate coursework in other divisions of Tulane University. The petition must be approved prior to registration if the course is to be included as a part of the degree requirements for the MBA.

The petition should be submitted to the associate dean through the director of graduate education. The petition should include a statement describing the course's contribution to the student's professional career goals. If there are special circumstances relating to the request, they should be summarized in the petition. Appended to the petition should be a course description and a current course syllabus, if available. If the syllabus is not available, a syllabus from the most recent offering should be included.

Such courses must be at the graduate level and carry the equivalent of a 7000-level designation. Undergraduate courses, courses that include substantial undergraduate enrollment, or School of Professional Advancement courses are not accepted.

The hours earned for these courses will be counted toward the hours required for the MBA degree. Grades earned in these courses will not be included in the grade point average, since they were assigned using a policy different from that of the Freeman School, nor will they be used for determining graduation, continuation, awards, honors, and fellowships. Minimum passing grades are determined by the school offering the course. Students must receive a passing grade in the course to have it count for degree purposes. Since these grades will not be counted in grade point averages, students must meet all grade point average requirements for their degrees using only Freeman School courses.

**Course Withdrawals or Additions**
Students can drop and add courses according to the dates set each semester by the Office of Graduate Programs. These dates are available at https://registrar.tulane.edu and in the Office of Graduate Programs. It is important that students be informed of these dates in order to avoid unnecessary financial obligations. Drop/add forms are available on the Freeman website and in the Office of Graduate Programs. They must be completed and signed by the student and then signed and processed by the program adviser. Students should discuss implications of course withdrawals or additions with their program adviser if they have questions.

**Continuation Requirements**
Each graduate degree program has its own continuation requirements, based on the number of credit hours completed. These standards are applied to all work attempted and completed in the degree program at Freeman, including earned grades of F, WF and UW. If a course is repeated, only the latest grade contributes to the grade point average.
Probation
A student who fails to meet continuation requirements is placed on academic probation. The terms of such probation will vary depending on the particular circumstances. These terms ordinarily will include a requirement that the student raise his or her GPA to the level required and may include a requirement to take specific courses and achieve specified levels of performance in those courses. Probation conditions may include restrictions on non-academic activities and on maximum or minimum course loads. Students may not receive the grade of I (incomplete) while on probation.

Dismissal
Students who fail to meet the terms of probation will be dismissed from the program. In addition, students who remain on probation for two consecutive semesters or whose cumulative GPA is below 2.00 will be dismissed from the program.

Right of Appeal
A student who receives a letter of dismissal has the right to appeal to the associate dean. A petition stating the reasons for the appeal should be submitted in writing to the program adviser, who will forward it to the associate dean. The student may request, or be requested, to appear in person if further information is needed. Favorable action on the appeal will depend on the student's ability to demonstrate that his or her academic performance to date is not representative of future performance. The associate dean will attempt to determine if the student in future semesters can achieve the required performance and rectify any deficiencies. The burden of argument in the appeal process rests with the student. A student who is reinstated following a successful appeal of dismissal is placed on probation.

Graduation Requirement
An overall GPA of 3.00 on all coursework attempted in the graduate program is required for graduation. If a course is repeated, only the latest grade contributes to the grade point average. However, if a student receives a grade of WF due to a determined infringement of the unified code of graduate student academic conduct, the failing grade will remain in the GPA calculation, even if the course is repeated for credit.

Leave of Absence
A student in good academic standing may choose not to register for coursework in a given semester and still remain in the program. The student must notify the program adviser of his or her intention and proposed return date. Should a student not take courses for three consecutive semesters (including the summer), he or she must apply for reactivation in the program. Letters requesting reactivation should be submitted to the program adviser. Any student who breaks the continuity of his or her program for more than three consecutive semesters (including summer semesters) must reapply for admission to the program through the Office of Graduate Admissions. Readmitted or reactivated students must meet the degree requirements and abide by the academic policies in place at the time of their return to the program. The associate dean will review the student's record and indicate which courses taken in the past will meet the new degree requirements and which will not. No course more than seven years old may be used to meet the degree requirements without the written approval of the associate dean.

Degree Requirements
Undergraduate
Newcomb-Tulane College Requirements
General Education Curriculum

Newcomb-Tulane College General Education Curriculum
Newcomb-Tulane College Core Curriculum allows students to explore a wide-range of disciplines and embodies the mission and values of the College by allowing students to have flexibility in their core curriculum courses while exploring a full-range of courses.

The core curriculum—which is composed of a minimum of 30 credits—is divided into two parts: proficiency requirements and a distribution of knowledge. To ensure that students experience the breadth of knowledge at the collegiate level, AP and IB courses can be used to satisfy proficiency requirements only in Formal Reasoning and Foreign Language.

Courses will be designated as satisfying the distribution requirements according to the content and methodology rather than the departmental affiliation of the course.

The new core curriculum general education requirements will go into effect with the entering class of 2018.

Courses proposed to satisfy core requirements will be ratified by the Newcomb-Tulane Curriculum Committee and the Newcomb-Tulane College faculty.

Proficiency Requirements
Writing Skills (2 courses and 6 credits)
Tulane undergraduates should be able to communicate effectively. Students completing this requirement will produce coherent texts that combine analysis, argument, and research.
• Tier 1: Freshman writing (ENGL 1010 or ENGL 1011) unless the student is exempt. Students receiving exemption from ENGL 1010/1011 are required to take an approved writing class during their freshman year. At least 1/3 of the grade based upon writing (excluding in class exams), but no revision required.

• Tier 2: One additional writing course at the 2000 level or above taken from an approved list. At least 1/3 of the grade based upon writing (excluding in class exams), to include revision and re-evaluation by the instructor.

*Note: creative writing courses cannot be used to satisfy the writing proficiency requirement.*

**Formal Reasoning (1 course and 3 credits)**

One course in mathematics or symbolic logic (PHIL 1210)

**Foreign Language (0-3 courses)**

The foreign language proficiency is achieved by a passing grade at the 2030 level, or an AP score of 4 or 5, or a Higher-Level IB score of a 5 or higher, or an SAT II achievement test of 640 or higher, or a passing grade in a Tulane administered proficiency test. This requirement is waived for students in B.S.E. programs.

**Distribution Areas (A course can satisfy only one of the distribution areas.)**

**Mathematics and the Natural Sciences (2 courses including 1 lab science course and 7 credits)**

Tulane undergraduates should understand the methods of scientific inquiry. The mathematics and natural sciences requirement will equip students to understand and assess scientific issues that affect the world today. (Those completing the B.F.A. degree need only complete 1 course with lab.)

**Social and Behavioral Sciences (2 courses and 6 credits)**

Tulane undergraduates should think critically about human cultures, societies, and behaviors. This requirement acquaints students with the methods of research and inquiry in the social science disciplines.

**Textual and Historical Perspectives (2 courses and 6 credits)**

Tulane undergraduates should evaluate literary, philosophical, and historical texts. This area of the curriculum introduces exposes students to the methods used to examine and interpret fundamental issues of human experience.

**Aesthetics and the Creative Arts (3 credits)**

Tulane undergraduate students should be able to understand and appreciate the creative process and various forms of artistic expression.

**Additional Core Requirements**

**The First Year Seminar**

This requirement can be satisfied by a Tulane Interdisciplinary Seminar (TIDES) course or an Honors Colloquium course (COLQ 1010 or 1020).

**Public Service**

All students will complete public service that is satisfied by service learning courses, an approved internship, or research experience. These courses can also be used to satisfy other areas of general education. The nature of the requirement is to be determined by the NTC faculty. Currently this is a two-tiered experience.

**Race and Inclusion**

One course that focuses on race and inclusion in the United States, to be completed by end of the sophomore year. Courses that fulfill this requirement will focus at least 60% of their content on race and inclusion in the United States. These courses may also be used to satisfy other general education curriculum requirements.

**Global Perspectives**

One course that focuses on a global-international context from a perspective outside of the U.S., with at least 60% of content with stated objectives to develop historical, cultural, and societal knowledge of an area beyond the U.S. This requirement should be completed by end of the sophomore year. These courses can also be used to satisfy other areas of general education.

**A.B. Freeman School of Business Requirements**

**Bachelor of Science in Management**

The BSM program mission is to educate socially responsible business leaders with the intellectual capital necessary to succeed in a technologically sophisticated and dynamic global business environment. We accomplish this goal by building a rigorous, interdisciplinary business curriculum on the
foundation of a broad liberal arts education. The faculty designed the curriculum to stimulate students' intellectual curiosity and to emphasize the skills and values necessary for them to continuously learn, adapt, and ultimately advance to positions of leadership.

Freeman offers various majors, minors, and specializations within the Bachelor of Science in Management program. From finance to marketing, the BSM curriculum for each major includes a focus on international business, preparing students to compete and lead in the complex global marketplace. Additional information can be found online at https://business.tulane.edu/freemandirectory/bsm-home.php.

Candidates for the Bachelor of Science in Management degree are required to complete a minimum of 122 credit hours with a minimum cumulative grade point average of 2.0 in their business courses and a 2.0 cumulative grade point average overall. The BSM degree consists of a minimum of 58 to 61 Freeman credit hours, depending on the major, and a minimum of 39 credit hours from the schools of Architecture, Liberal Arts, Public Health and Tropical Medicine, Science and Engineering, or Social Work. The latter 39 credits satisfy the non-business course requirements in the Newcomb-Tulane College core curriculum and the required non-business courses for BSM students. Students can take the remaining credits needed to reach the 122-credit minimum at the schools of Architecture, Business, Liberal Arts, Public Health and Tropical Medicine, Science and Engineering, or Social Work.

Graduate

Master of Accounting
The Tulane Master of Accounting (https://freeman.tulane.edu/programs/graduate/master-accounting) (MACCT) program prepares college graduates for successful careers in public accounting firms and major corporations. Through the comprehensive, 30 credit-hour program, students will work closely with a faculty advisor to design an individualized curriculum based on their career aspirations. Freeman undergraduates may apply for admission to the MACCT program in the junior year and earn both the BSM and MACCT (https://freeman.tulane.edu/programs/undergraduate/bsm-macct) degrees concurrently.

Master of Business Administration
Freeman's MBA students develop the financial and analytical skills essential for leadership in an increasingly interconnected world. Students may earn the Master of Business Administration (MBA) in one of four formats: Executive MBA (https://freeman.tulane.edu/programs/graduate/executive-mba-program), Fast-Track MBA (https://freeman.tulane.edu/programs/graduate/fast-track-mba), Full-Time MBA (https://freeman.tulane.edu/programs/graduate/full-time-mba), or Professional MBA (https://freeman.tulane.edu/programs/graduate/professional-mba).

Master of Business Analytics
Tulane’s Master of Business Analytics (https://freeman.tulane.edu/programs/graduate/master-business-analytics) (MANA) program provides recent college graduates with rigorous, quantitative training which allows graduates to translate vast amounts of complex data into manageable intelligence in order to guide business decisions. The program requires 36 credit hours which is completed over 10 or 18 months.

Master of Finance
The Master of Finance (https://freeman.tulane.edu/programs/graduate/master-finance) (MFIN) program is designed for recent college graduates who desire in-depth knowledge of finance without the broad-based managerial curriculum typical of MBA studies. Freeman's 34 credit-hour program can be completed in 11 months or extended to 18 months to allow for a summer internship.

Master of Global Management
To earn Tulane's Master of Global Management (https://freeman.tulane.edu/programs/graduate/global-mba) (MGM) degree, students must complete six graduate-level modules (19 credit hours), which includes a global consulting project completed remotely over five months. Modules are taught by Tulane faculty, with the support of other top business schools from across the globe. These modules are held at five key business locations around the world. All modules are offered in an intensive, week-long executive format which is both convenient and accessible for current students and working professionals.

Master of Management
The Master of Management (https://freeman.tulane.edu/programs/graduate/master-management) (MMG) program provides recent college graduates with a broad knowledge of business fundamentals through this intensive 11-month, 36-credit hour program. Students have the option of pursuing a specialization in Real Estate or Hospitality.

Master of Management in Energy
The Master of Management in Energy (https://freeman.tulane.edu/programs/graduate/master-management-energy) (MME) program is for recent college graduates with quantitative backgrounds who are seeking specialized industry knowledge in preparation for fast-track careers in energy. Through this 11-month, 36 credit-hour, full-time program, students acquire the knowledge and skills needed to hit the ground running at energy companies, utilities, banks, financial services and consulting firms, trading organizations, ISOs, and regulatory agencies.
Doctor of Philosophy

The PhD program (https://freeman.tulane.edu/programs/phd) in business administration at the A. B. Freeman School of Business is a full-time, research-intensive program. The Doctor of Philosophy program is designed for students who want in-depth coverage in preparation for teaching at the college level. It is a four-year, 48 credit-hour program. Students must have earned an undergraduate degree prior to beginning the PhD program.