Fox School of Business & Management

Founded 1918
M. Moshe Porat, Dean
362 Alter Hall
1801 Liacouras Walk
215-204-7676
www.fox.temple.edu

Accreditation
Established in 1918, the Fox School of Business and Management at Temple University has a distinguished tradition of preparing business leaders, professionals and entrepreneurs for successful careers. Today, it is the largest, most comprehensive business school in the greater Philadelphia region, and among the largest in the world with 6,500 students, 175 full-time faculty and more than 59,000 alumni. Accredited by AACSB International — Association to Advance Collegiate Schools of Business — the Fox School offers BBA, MBA, Executive MBA, International MBA, Online MBA, MBA/MS, MS and PhD programs on campuses throughout the region and around the world.

Vision
With nearly a hundred years of history behind us, our vision is to be a top public urban business school in the country, and among the leading business schools in the world.

Values
We transform lives by creating and sharing knowledge, while instilling values that prepare leaders for tomorrow’s world. Our vision and values guide our teaching, research and school management.

• Excellence: We value excellence in teaching, research, and school management.
• Creativity: We value innovation and creative thinking.
• An entrepreneurial culture: We value effective decision-making and entrepreneurial implementation of ideas.
• Ethical behavior and respect for others: We value ethical practice and respect for diverse perspectives.
• Community Engagement: We value building partnerships with all stakeholders and the community we serve.

Mission Statement
Transform lives through education. Russell Conwell’s mission was to provide a gateway to opportunity for talented and determined students, including those with lesser financial means. We build on this mission, making sure our students acquire the skills they will need in the global marketplace.

We are committed to the following:

• Providing quality, student-centered business education.
• Engaging in relevant research and advanced doctoral training and expanding the frontiers of knowledge and business education.
• Extending our education, research and outreach efforts to be responsive to the driving forces of our economy including globalization, sustainability, ethics, entrepreneurship, innovation, and technology.
• Integrating leading-edge information technology into teaching, learning, research, and school management necessary for managing in an increasingly competitive, dynamic, global economy.
• Providing the best professional development and career management opportunities for our students, faculty, and staff with special efforts to facilitate development of ethical values, social networking skills, and leadership.
• Linking, through our curriculum, research and outreach to the dominant and growth industries in our region: financial services, healthcare, pharmaceuticals/biotechnology, information technology, and tourism.
• Engaging our diverse stakeholders to improve our school and serve our community.

Learning Goals and Assurance of Learning
The four main learning goals for the Bachelor of Business Administration Program seek to assure students will:

• Understand critical business concepts.
• Apply critical thinking to business problems.
• Demonstrate effective oral and written communication.
Understand the ethical, legal, and social responsibilities of individuals and organizations.

Specific learning objectives include:

**Understand critical business concepts**
- Apply a core body of discipline-specific knowledge to business situations.
- Recognize the competitive and operational role of organizational information systems.
- Apply quantitative analysis and interpretation to business problems.

**Apply critical thinking to business problems**
- Interpret an enterprise-wide case study and recommend solutions.
- Use cross-disciplinary knowledge to identify problems and their causes, generate alternative solutions, and arrive at reasoned conclusions.
- Use information technology to analyze and implement business decisions.

**Demonstrate effective oral and written communication**
- Formulate reasoned arguments orally.
- Formulate reasoned arguments in written communication.
- Apply team-work and communication skills to present and support conclusions.

**Understand the ethical, legal, and social responsibilities of individuals and organizations.**
- Understand ethical issues.
- Assess the impact of managers and employees as agents, including the impact of their decisions on the organization, its stockholders, its employees, its customers and the community-at-large.
- Apply stakeholder analysis to social and business issues and consider and evaluate possible conflicts of interests.


**Special Facilities & Programs**

**Center for Student Professional Development (CSPD)**

The Center for Student Professional Development (CSPD) is a vital link between the Fox School and the business community. Utilizing a unique "professional development model," CSPD ensures all undergraduates develop the requisite professional skills that will help them locate meaningful internship and permanent jobs with regional and national companies. The center provides:

- one-on-one coaching sessions
- group workshops
- on-campus recruiting
- leadership training
- numerous networking events with employers

Being successful requires a balance of good academic performance, an understanding of the markets and industry expectations, and experience gained through active involvement in Student Professional Organizations. In addition, the CSPD staff teaches Business Administration 2101, a course designed to help students develop the basic professional tools that they will need to find internships and permanent jobs.

**Internship Programs**

The Center for Student Professional Development and Student Professional Organizations work in partnership with employers to connect students with a wide variety of internship positions, both full and part-time. For more information on internship opportunities, please contact the student professional organization for your major or the Center for Student Professional Development at 215-204-2371.

**Honors Program**

The Fox School of Business and Management offers a stimulating Honors Program for students who demonstrate exceptional ability and achievement in their studies. High school students with SAT scores of at least 1400 (Math and Critical Reading/Writing average) and rank in the top 10% of their class are automatically reviewed for admission at the time of application to the University. College students with at least a 3.70 grade point average are encouraged to apply. The program consists of a nine-course academic component and completion of a yearly leadership component and students earn an Honors Certificate upon completion of the program. All students must first be accepted to the University Honors Program. More information is available at Fox Honors (http://www.fox.temple.edu/cms_academics/honors).
Students admitted to the Honors Program may apply to join the Research Scholars program prior to the start of their junior year. Research Scholars work with faculty mentors on research projects in their chosen field. The research culminates in a senior thesis that students present during the spring of their senior year. Special scholarships are available for the two-year Research Scholars program.

Students who enter the Fox Honors Program are expected to join the Business Honors Student Association as well as the student organization in their major. For more information about the Fox Honors Program and the Research Scholars Program, please contact Dr. Jonathan Scott, Academic Director, Fox Honors Program, Alter Hall LL30 or Charles Allen, Administrative Director, 215-204-4101, or visit the web site (http://www.fox.temple.edu/cms_academics/honors).

Pre-Business Program

The Pre-Business program is a first-time freshman year program operated by the Fox School of Business and Management and the School of Tourism and Hospitality Management (STHM). The program is designed to prepare students to successfully transition to the academic rigors of an undergraduate business degree program.

Pre-Business students will take several foundation courses required by the Bachelors of Business Administration degree program, while gaining access to quality resources and services to help them effectively navigate their first year at Temple. The Pre-Business program leverages a network of assistance programs at the university to provide students a greater opportunity for scholastic achievement.


Honorary Societies, Awards, & Student Associations

Beta Gamma Sigma

The Gamma Chapter of Beta Gamma Sigma, the international honorary business society, was installed in the Fox School of Business and Management in March 1935. Membership is limited to seniors and juniors who are in the upper 10 percent of their class. The members of Beta Gamma Sigma are elected on the basis of high scholarship. Eligible students will be notified by mail in March and invited to attend a special induction ceremony in April. Please contact Lori Roseman at 215-204-4101 for more information.

Alpha Mu Alpha

A national marketing honorary society, established by the American Marketing Association in 1981, to recognize and reward the scholastic achievement of marketing students as well as academic excellence in the discipline and science of marketing. To be invited to join Alpha Mu Alpha, marketing majors are required to have 90+ credit hours and be in the top 15% of their class based on GPA. Inductions are made for graduating students in Spring and Fall. For more information, please contact the AMA Faculty Advisor, Mary Conran at mary.conran@temple.edu.

Beta Alpha Psi

This national honorary fraternity was established for students of accountancy, finance, and information systems. For more information, please contact the officers of Beta Alpha Psi at 215-204-8889 or view their web site (http://www.fox.temple.edu/cms_career/student-professional-organizations/beta-alpha-psi).

Financial Management Association/National Honor Society

This national honorary society strives to provide opportunities to enhance the professional development of its members. For more information, contact the FMA executive officers at 215-204-6673, or go to The Fox School | Financial Management Association (http://www.fox.temple.edu/cms_career/student-professional-organizations/financial-management-association).

Gamma Iota Sigma

This is an international Risk Management, Insurance, and Actuarial Science fraternity. The purpose of the Sigma Chapter of Gamma Iota Sigma (http://www.fox.temple.edu/cms_career/student-professional-organizations/gamma-iota-sigma) is to encourage, establish, and enhance the professionalism of students in the Risk Management, Healthcare Risk Management, and Actuarial Science programs. Contact Dr. R.B. Drennan in the Risk, Insurance, and Healthcare Management Department at 215-204-8894 or contact the GIS Officers at 215-204-9368.

Student Organizations

www.fox.temple.edu/cms_career/student-professional-organizations

As part of the student's overall professional development, all Fox students are strongly encouraged to participate in student organizations, professional associations, and academic fraternities. All major areas of concentration in the undergraduate curriculum have an associated organization. Freshmen and sophomores can utilize the organizations to find out more about the major fields of study available to them. The student organizations provide an opportunity for students to meet one another outside the classroom as well as to meet practicing professionals from industry and government. Many organizations have an array of social activities that range from fund raising and community service projects to evening gatherings.
The Fox School of Business and Management has the following student professional organizations:

- Ascend
- American Marketing Association
- Association for Information Systems
- Beta Alpha Psi
- Business Honors Student Association
- Entrepreneurial Student Association
- Financial Management Association/National Honor Society
- Gamma Iota Sigma
- International Business Association
- Institute of Management Accountants
- National Association for Black Accountants
- Net Impact
- Phi Alpha Delta Pre-Law Fraternity
- Phi Beta Lambda Business Fraternity
- Professional Sales Organization
- Temple Real Estate Organization
- Temple University Investment Association
- The Society for Human Resource Management
- Temple Economics Society
- Toastmasters

Please contact the College Council Officers at 215-204-6660 for more information about student organizations on the Main Campus. At the Ambler Campus, please call Kate Rickards at 267-468-8366.

**Fox School of Business & Management College Council (FSBMCC)**

The college council is comprised of the presidents from each of the recognized Fox student organizations, associations, and fraternities. The council's role is to assist the individual student organizations in recruiting members, obtaining funding, sponsoring activities, identifying outside speakers, and communicating with students. The college council sponsors volunteer opportunities, student organization fairs, and social events for all Fox students. The council also works closely with the dean's office and the Center for Student Professional Development to identify issues that are of concern to students and the student organizations. To contact the Main Campus college council, please call 215-204-6660. At the Ambler Campus, please call 267-468-8366.

**Student Contact**

Debbie Campbell  
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Alter Hall 375  
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dcampbell@temple.edu

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Speakman Hall 101  
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elvita.quinones@temple.edu

Academic Policies & Regulations

The university policies and regulations apply to all undergraduate students and provide a framework within which schools and colleges may specify further conditions or variations appropriate to students in their courses or programs. Policies specific to FSBM are as follows:

Anticipation of Graduation

Students must submit an application for graduation using the University online graduation application in Self Service Banner prior to the Continuing Student Registration period for their final semester. The Fox School of Business and Management requires students to submit an electronic “Request for Graduation Review” prior to registration for their final semester. Current graduation information is available from the Center for Undergraduate Advising (http://www.fox.temple.edu/cms_academics/dept/advising/graduation/overview).

Courses Inapplicable to Graduation Requirements

Semester hours earned in SRAP or ELECT, Preparatory Mathematics (formerly Mathematics 0001 or 0015), and lower-division (under 3000) Military Science courses do not yield academic credit toward the minimum total of 124.

Credit is only awarded in academic subjects with a corresponding Temple department. Duplicate credit in the same course is not awarded in any case.

Co-Requisites And Prerequisites

Students may be de-enrolled from courses for which they do not meet prerequisites and co-requisites. (Please see the Prerequisites and Co-requisites (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/prerequisites-corequisites) policy for more information.) Students are responsible for reviewing and abiding by all course prerequisites and co-requisites in the Course Catalog (http://www.temple.edu/apply/common/catcheck.asp). The requirements are designed to assure that students are appropriately prepared to be successful in their courses. Prerequisites provide an efficient manner for students to register for the next course in a sequence for which they are prepared.

Dean's List

Each fall and spring semester, those undergraduates who have met the credit hour and academic criteria for their school or college are placed on the Dean's List. See the Dean's List (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/deans-list) policy for specific GPA and credit-hour requirements.

Probation and Dismissal

Students in the Fox School of Business and Management are bound by the university policy on Academic Standing (http://policies.temple.edu/getdoc.asp?policy_no=02.10.11).

Grade Point Average Requirement for Graduation

Fox students are required to attain a 2.0 (2.0=C) average in all of their Temple coursework and in their major in order to graduate from the Fox School of Business and Management. Some courses may have specific higher minimum grade requirements for degree applicability. Please check current course descriptions and the section pertaining to your major for this information. In addition, the Center for Undergraduate Advising provides a Major GPA calculator (http://www.fox.temple.edu/cms_academics/dept/advising/students/gpa-calculator).

Life Experience

The Fox School of Business and Management does not offer credits for life experiences. Please see Credit for Prior Learning (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/credit-prior-learning) under the Academic Policies section of this Bulletin for information about advanced placement or CLEP examinations.

Leave of Absence/Re-enrollment/Reinstatement

Fox students who wish to voluntarily withdraw from the university for one or two semesters (fall and/or spring) are strongly encouraged to apply for a Leave of Absence (LOA). If approved, these students remain eligible for the same requirements as when they declared their major and will have access to Temple e-mail, university library systems, and priority and self registration for the approved semester of return. By contrast, students who leave the university without any notice and without an approved LOA must apply to be re-enrolled and, if allowed to return, must follow the most recent university curricular requirements in place for the semester of their return. If no LOA was filed, before students return, they must indicate any course(s) taken since leaving Temple and provide a copy of an official transcript from each institution attended. Students who received a medical withdrawal may be asked to provide medical documentation clearing them to return to school and to schedule an interview with an advisor before a re-enrollment decision can be made. Any existing holds must be cleared prior to re-enrollment.
Leave of Absence and Re-enrollment forms are available online (http://www.fox.temple.edu/cms_academics/dept/advising/forms). Further details can be viewed at Policy 02.10.16 (http://policies.temple.edu/getdoc.asp?policy_no=02.10.16).

Students who were dismissed for academic reasons should see the university policy on Academic Standing (http://policies.temple.edu/getdoc.asp?policy_no=02.10.11).

**Repeating Courses**

University policy restricts the number of times students can enroll in the same course to three times. Permission is required to register for the third attempt of the same course. Students should work closely with an academic advisor to review their options when required to repeat a course. Students who fail to complete a “College Graduation Requirement” in three attempts will be required to change their program to one outside the Fox School of Business and Management. Students who fail to complete a required major course listed in their academic program will be required to change to a different major. For more information, see Repeating a Course (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/repeating-course) and Policy 02.10.12 (http://policies.temple.edu/PDF/194.pdf).

**Residence Requirement**

A minimum of 45 of the last 60 semester hours must be completed in the Fox School of Business and Management at Temple University in order to receive a degree. In addition, a minimum of 50% of the business courses and the majority of the requirements of a major must be completed at Temple University. For more information, see the Academic Residency Requirements (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/academic-residency-requirements).

**Transfer Credits**

Business courses taken at colleges or universities which are not members of The Association to Advance Collegiate Schools of Business (AACSB) will be accepted for transfer business credits only if they are equivalent to the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 1101</td>
<td>Macroeconomic Principles</td>
<td>3</td>
</tr>
<tr>
<td>ECON 1102</td>
<td>Microeconomic Principles</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2101</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 2102</td>
<td>Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>RMI 2101</td>
<td>Introduction to Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>LGLS 1101</td>
<td>Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>LGLS 1102</td>
<td>Law of Contracts</td>
<td>3</td>
</tr>
<tr>
<td>MIS 2101</td>
<td>Information Systems in Organizations</td>
<td>3</td>
</tr>
<tr>
<td>STAT 1001</td>
<td>Quantitative Methods for Business I</td>
<td>3</td>
</tr>
<tr>
<td>STAT 1102</td>
<td>Quantitative Methods for Business II</td>
<td>3</td>
</tr>
<tr>
<td>STAT 2103</td>
<td>Statistical Business Analytics</td>
<td>4</td>
</tr>
</tbody>
</table>

MKTG 2101 and HRM 1101 (formerly Human Resource Administration) will be accepted for transfer if they were taken during the fall 1994 semester or later. HRM 2501 will be accepted for transfer if taken during the spring 2005 semester or later. Specific articulation agreements with local colleges may expand on this list. View current articulation agreements (http://www.temple.edu/vpus/transfer/agreements.htm).

Additional business credits are accepted from colleges that are members of the AACSB. It should be understood that it is possible for a student to transfer in a large number of credits which, while accepted by the university, may exceed the maximum number of elective credits applicable to the degree.

**Permission to Complete Courses at Another Institution**

Consistent with the University Policy (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/permission-complete-course-institution-matriculation) students will not receive transfer credit for courses taken at another institution while they are matriculated at Temple University unless prior permission has been obtained. Completed permission forms (http://www.fox.temple.edu/cms_academics/dept/advising/forms) with supporting documentation should be submitted to the Fox School of Business and Management advising offices. Please refer to the above section on transfer credits. Students should allow approximately two weeks for processing once permission forms and documentation have been submitted. For more information, refer to Permission to Complete a Course at another Institution after Matriculation (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/permission-complete-course-institution-matriculation).

**Non-Degree Seeking Student Policy**

Students not formally admitted (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies/non-degree-seeking-students) to Temple University may take undergraduate courses numbered under 3000 in the Fox School of Business and Management. Undergraduate courses numbered above 3000 are open to visiting students who have completed a minimum of 60 credits, have met course prerequisites, and have written permission.
from their home institution. Students who have a baccalaureate degree and the prerequisites for the course desired may also enroll in advanced courses.

**College Graduation Requirements**

The degree of Bachelor of Business Administration (B.B.A.) may be conferred upon a student by recommendation of the faculty and upon the satisfactory completion of a minimum of 124 semester hours of credit with a minimum cumulative GPA of 2.0 overall and in the major. A minimum of 124 credit hours will be earned in the following four requirement categories:

- University General Education (GenEd) Requirements
- Fox School of Business & Management lower- and upper-division requirements
- Major requirements
- Electives

Students must follow the program requirements in effect at the time the major is declared or changed. Program requirements include both the College Graduation Requirements listed here and the courses required for the major listed in the Programs of Study. Students not continuously enrolled who have not been approved for a Leave of Absence or study elsewhere must follow University requirements current at the time of re-enrollment.

**University General Education Curriculum**

The General Education curriculum (GenEd) is required for all students. Note that students not continuously enrolled who have not been approved for a Leave of Absence or study elsewhere must follow University requirements current at the time of re-enrollment.

**Fox School of Business & Management Requirements**

**Lower-Division Foundation Requirements**

Note: 1000-level courses are typically taken in freshman year; 2000-level courses are typically taken in sophomore year.

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<thead>
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<td>HRM 1101</td>
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<td>Information Systems in Organizations</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 2101</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>BA 2101</td>
<td>Professional Development Strategies</td>
<td>1</td>
</tr>
<tr>
<td>BA 2104</td>
<td>Excel for Business Applications</td>
<td>1</td>
</tr>
<tr>
<td>BA 2196</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>RMI 2101</td>
<td>Introduction to Risk Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credit Hours** 42

1 Higher level courses may be recommended depending on the mathematics placement score or the student’s intended major. Actuarial Science majors should refer to the math courses listed under the Actuarial Science major description.

2 Successful completion of this course will waive the General Education Quantitative Literacy requirement.

3 Accounting and Entrepreneurship majors must take ACCT 2521 instead of ACCT 2102.

Note: In order to graduate, a grade of C- or better must be obtained in all FSBM lower-division requirements.

**Upper-Division Foundation Requirements**

Note: 3000-level courses are typically taken in the junior or senior year; 4000-level courses are taken in the senior year.

<table>
<thead>
<tr>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIN 3101</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>MSOM 3101</td>
<td>Operations Management</td>
<td>3</td>
</tr>
</tbody>
</table>
BA 3102  Business Society and Ethics  3
BA 3103  Integrative Business Applications  3
BA 4101  Global Business Policies  3
IB 3101  Fundamentals of International Business  2

Total Credit Hours  18

1 Actuarial Science majors must take AS 2503 instead of FIN 3101.
2 Economics majors replace IB 3101 with ECON 3563 or ECON 3564. Finance and Real Estate majors replace IB 3101 with FIN 3551. Marketing majors replace IB 3101 with MKTG 3553. Actuarial Science and Risk Management majors replace IB 3101 with RMI 3567.
IB 3101 is waived for students who major in Accounting and Management Information Systems only if a second major or a minor is not completed. Consult your academic advisor.

Summary of Graduation Requirements

Credits for B.B.A. Degree

<table>
<thead>
<tr>
<th>Category</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>University General Education</td>
<td>32</td>
</tr>
<tr>
<td>Lower-Division Foundation Requirements</td>
<td>42</td>
</tr>
<tr>
<td>Upper-Division Foundation Requirements</td>
<td>18</td>
</tr>
<tr>
<td>Major Requirements</td>
<td>18</td>
</tr>
<tr>
<td>Electives</td>
<td>14</td>
</tr>
</tbody>
</table>

Total Credit Hours  124

Major Requirements

Major requirements are determined by the effective semester of their declaration and students should declare their majors upon the completion of 60 credits in consultation with their academic advisors. Major requirements include both the College Graduation Requirements listed above and the courses required for the major listed in the Programs of Study.

Twenty-one business courses (60 s.h.) are required as part of the lower- and upper-division foundation requirements for the B.B.A. program. In addition, a minimum of six business courses must be completed in the major. In completing the courses in the major, students will become competent in understanding critical business concepts and the practice of ethical decision-making, and demonstrate both effective written and oral communication and the ability to apply critical thinking to business problems. Students who choose to pursue a dual major in business can double-count a maximum of one course toward both majors. All Fox students must take a minimum of two writing-intensive courses at Temple. One of these courses will be BA 2196; the second will be a writing-intensive course in the major.

NOTE: Many upper-division foundation courses and major courses have prerequisites. Some prerequisites also include minimum grade requirements. Students are required to meet all prerequisites. Prerequisites will be strictly enforced and the school reserves the right to de-enroll students from courses when prerequisites have not been met. Course descriptions, including prerequisites, are found in the Course Catalog in Self-Service Banner, accessed through the TUportal (https://tuportal4.temple.edu/cp/home/displaylogin).

Electives

Free electives: Students who have satisfied all of the requirements for GenEd, the Fox School Foundation, and the major will need additional credits to achieve the 124 credit minimum required for graduation. These credits may be taken in either business or non-business courses. Students are encouraged to explore completing a minor, a certificate, or a second major for these credits. Students who choose to pursue a dual major in business can double-count a maximum of one course toward both majors. Students who choose to pursue one or more minors may not double-count courses already used to meet the requirements for a major or different minor.

Academic Advising

Center for Undergraduate Advising

http://www.fox.temple.edu/cms_academics/dept/advising/

The Center for Undergraduate Advising provides advising at three campuses: Main, Ambler, and TUCC.

The Main Campus office is open every weekday. The Ambler and Center City offices are open on selected days and evenings. Please see our web site for current office hours (http://www.fox.temple.edu/cms_academics/dept/advising/contact/contact).
Main Campus advising includes an intentional focus on the developmental trajectory of first and second year students through the Freshman/Sophomore (http://www.fox.temple.edu/cms_academics/dept/advising/students/freshman-and-sophomore) unit. This unit focuses on the transition to college life, major exploration within Fox, successful completion of the lower-division foundation requirements, and retention. Junior/Senior Advising (http://www.fox.temple.edu/cms_academics/dept/advising/staff/juniorsenior-advising) focuses on ensuring students are making satisfactory progress in their major, have completed their graduation audit prior to their final semester, and are prepared to graduate. Junior and senior students are assigned a personal advisor based on their declared major.

As active participants in the advising process, students bear the ultimate responsibility for making educational and career decisions. Therefore, we rely on students to be prepared with questions, research options before they come to their meeting, and to refer to their advising notes both before and after advising meetings. Students are expected to know University Policies (http://bulletin.temple.edu/archives/2014-2015/undergraduate/academic-policies) and their program requirements as defined in their Bulletin and on their DARS (http://www.fox.temple.edu/cms_academics/dept/advising/students/dars) report, which can be accessed via TPortal (https://tuportal4.temple.edu/cp/home/display/login) by clicking on the Student Tools tab and then selecting Degree Audit in the Records channel.

Advisors, in turn, strive to provide knowledgeable assistance to ensure students’ accurate understanding of University and School policies, utilization of campus resources, interpretation of curriculum requirements, and timely completion of degree requirements. Advisors will help students with program questions and will provide information to help students define their academic goals and plan the academic course sequence to meet these goals. Advisors will also refer students to additional academic resources and university support services as needed. Students will find additional resources for planning their program at Fox Undergraduate Advising (http://www.fox.temple.edu/cms_academics/dept/advising) or the Fox Undergraduate Advising Blackboard community.

Peer Advising

The Center for Undergraduate Advising at the Fox School of Business and Management provides peer advising on Main Campus to Fox students. Peer advisors are an integral part of the Center for Undergraduate Advising. They provide the perspective of an upper class student in the college and assist business students in making the transition into Temple by sharing their strategies for academic success and knowledge of campus resources. For more information, visit Peer Advising (http://www.fox.temple.edu/cms_academics/dept/advising/staff/peer-advising).

Office of the Ombudsperson

The Fox School of Business and Management Ombudsperson will assist students in resolving problems and conflicts that might arise from the classroom, acting as mediator between faculty and students while promoting alternatives to more formal processes. The ombudsperson supports effective communication, cooperation, equity and civility in academic and work environments through coaching individuals, facilitating communication between persons and departments, providing information on university policy, and where needed, recommending appropriate institutional action or change.

For more information, refer to grievance procedures (http://www.fox.temple.edu/cms_academics/dept/advising/students/grievance-procedures) or contact the Center for Undergraduate Advising at foxombud@temple.edu or 215-204-7672 for further information.

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