

# COBI Student Services – Undergraduate News

## September 2015

Please read all of the great information in this edition...

Spring 2016 courses are available to view September 24th!

Registration begins October 14<sup>th</sup> – see below for more info!

I Need to See an Advisor! <b>Walk-Ins</b> or Call for Appointment?	Spring 2016 <b>Priority</b> Registration – Important Dates you need to know!	<b>Newsflash!</b> Updates on Course Offerings for Spring 2016
<b>5 Things</b> our Advisors want you to know!	What's next? Declare a Major, apply for graduation or apply for our <b>MBA program...</b>	Fall & Spring COBI and University Events – <b>Get Involved!</b>

College of Business and Innovation (COBI)

[Office of Student Retention and Academic Success](#) (Student Services/Academic Advising)

Savage Business Complex, Suite 3130

[COBIadvising@utoledo.edu](mailto:COBIadvising@utoledo.edu) (**please include your R# when emailing any advisor**)

419.530.2087

**I Need to See an Advisor!  
Walk-Ins or Call for Appointment?**

### Walk-In Advising Hours – SB 3130

Sign-in for Walk-in Advising begins ½ hour prior to the start time. Students may request to meet with a specific adviser or see the first available. All students who sign-in will be seen – but must be present by the scheduled end-time. Our queuing system is viewable in the lounge at the end of the third floor hallway (SB 3170) so that students have extra seating and study space if there is a wait. Please bring your Rocket ID or know your Rocket # so that you can successfully log into our queuing sign-in system.

Individual appointments may also be available by calling 419.530.2087 or by stopping in – SB 3130

### September and October 2015

#### Walk-in Advising Schedule

September 24	Thursday	3 pm – 5 pm
September 25	Friday	10 am – Noon
September 29	Tuesday	10 am – Noon
September 30	Wednesday	2 pm – 4 pm
October 1	Thursday	4 pm – 6 pm
October 2	Friday	10 am – Noon
October 12	Monday	10 am – Noon
October 13	Tuesday	10 am – Noon

## Spring 2016 Priority Registration Begins:

October 14	Wednesday	2 pm – 4 pm
October 15	Thursday	3 pm – 5 pm
October 16	Friday	10 am – Noon
October 20	Tuesday	10 am – Noon
October 21	Wednesday	2 pm – 4 pm
October 22	Thursday	1 pm – 3 pm
October 27	Tuesday	4 pm – 6 pm
October 28	Wednesday	2 pm – 4 pm
October 30	Friday	10 am – Noon

Spring 2016 **Priority** Registration – **Important Dates you need to know!** Registration dates according to your earned hours.

Continuing & Transfer Readmit Student Groups	Spring 2016
<b>Honors, Graduate levels, Athletes including Varsity Cheerleaders, ROTC (Only ROTC Scholarship Cadets), Salford Students, Students with Disabilities, <a href="#">Office of Accessibility Note Takers</a> &amp; Military/Veteran</b>	<b>10/14/2015</b>
<b>Distance Learning Only Program</b>	<b>10/15/2015</b>
<b>100 or more earned hours</b>	<b>10/16/2015</b>
<b>90 or more earned hours</b>	<b>10/19/2015</b>
<b>80 or more earned hours</b>	<b>10/21/2015</b>
<b>UWD (Undergraduate with Degree)</b>	<b>10/23/2015</b>
<b>70 or more earned hours</b>	<b>10/26/2015</b>

<b>Continuing &amp; Transfer Readmit Student Groups</b>	<b>Spring 2016</b>
<b>60 or more earned hours</b>	<b>10/28/2015</b>
<b>50 or more earned hours</b>	<b>10/30/2015</b>
<b>40 or more earned hours</b>	<b>11/02/2015</b>
<b>30 or more earned hours</b>	<b>11/04/2015</b>
<b>20 or more earned hours</b>	<b>11/06/2015</b>
<b>10 or more earned hours</b>	<b>11/9/2015</b>
<b>1 or more earned hours</b>	<b>11/10/2015</b>
<b>New Students in the current Fall term</b>	<b>11/13/2015</b>
<b>Open Registration</b>	<b>11/14/2015</b>

**Newsflash!** Updates on Course Offerings for **Spring 2016**

**News Flash - special course information**

**Spring 2016-**

**BUAD 2050 – 091 - Accounting for Business Decision – Honors section**

While this is not a required Honors course for Honors Program students, the department is offering an option this term. Great opportunity – especially for students needing to make up an Honors course due to post-secondary or transfer work! TR 2-3:15

**HIST 3380 - Business and American Society**

**This is a great course for BAT-AOT majors who are looking for 3000/4000 level non-Business courses!**

**The College has also agreed to count this as a 3000/4000 level Business elective for BBA majors.**

The growth of American business enterprise and its relationship to culture, politics, technological developments and economic change. From George Washington who didn't invent anything but married well to Steve Jobs who simply changed everything. From the nation's founding to the present, the history of American business is a story of invention and disruption, fortunes made and fortunes lost. From the past, we can learn about innovation, leadership, and the ethical dilemmas inherent in profit-driven enterprises. Only by knowing about the past, can we bring about positive changes in the future.

3.000 Credit hours On-line Instructor: Daniel A. French

## **IBUS 4100 - Study Abroad – Dr. Stan Westjohn – London and Berlin – May 7-16, 2016**

**10-day study abroad class to London & Berlin (3 credit hrs.) with UT's College of Business and Innovation.** Visit international businesses like Audi or IBM. Experience life in another culture.

Planned activities include cultural tours, business visits, and free time for you to explore Europe.

The study abroad trip counts as a 3-credit hour course IBUS 4100 which can count toward An IBS major, minor or as a free elective for any business major. Students will be eligible to receive funds from the Global Business Development Institute and other UT sources to help reduce the cost of the trip. ACT FAST! DEADLINES ARE APPROACHING AND SPACE IS LIMITED!

Contact Dr. Westjohn to apply for class: Email: [Stanford.westjohn@utoledo.edu](mailto:Stanford.westjohn@utoledo.edu). For more info visit [www.westjohn.com/studyabroad](http://www.westjohn.com/studyabroad)

## **MKTG 4980 – 5 different special topics courses!**

- MKTG 4980 – 001 Web Design for Business Communication, TR 5:45-7pm  
This course also offered as EBUS 3180
- MKTG 4980 – 002 Sports Marketing, R 12:30-1:45  
This course examines the world of sports as a business and will focus on attracting the ultimate customer—sports fans—in an increasingly competitive, fragmented and global service. The course will discuss the management of sports at the professional, collegiate and special event levels focusing on the role marketing plays in planning and decision-making in attracting fans and the other major customer—sponsors. Other topical areas will include: sports branding; athlete management; globalization; event sponsorship and marketing; media involvement; fantasy sports; sports vendors; sports innovations and the value of investing in sports.
- MKTG 4980 – 003 Social Media & Mktg E-Commerce, TR 2-3:25  
This course is also offered as EBUS 4150
- MKTG 4980 – 004 International Sales Negotiation, MW 11-12:15  
This course is designed to explore the cultural and business implications of a sales career within an international or cross-cultural setting. Students will work in an applied setting engaging in roleplaying and company analysis to understand the unique characteristics of this context. It can be used as an elective in IB, MKTG and PSLs majors (subs for MKTG 4540)
- MKTG 4980 – 901 Search & inbound Marketing, online  
This course is also offered as EBUS 4040

## **OPMT 3340 – Quality Management**

**This course will be offered again for spring 2016.**

Covers major aspects of managing total quality functions in manufacturing/service operations. Includes: quality assurance, reliability, SPC, inspection/testing, acceptance sampling, product liability and organization of the quality function. 3.000 Credit hours

## **PSLS 3000 - Sales Career Orientation and Management**

**This will count as a free elective for any business major – but not toward any specific requirement.**

This course is designed to provide an overview of professional selling careers. As such, it is open to all UT students regardless of college and rank. It is an easy and ideal way for students to learn more and gauge fit. Members of the sales faculty team guest lecture so the students meet the PSLS faculty team from the onset. There are also alumni and sponsors coming in to give first hand insight and workshops into the different models, industries, and opportunities. 1.0 Credit hours Instructor: Deirdre Jones

## 5 Things our Advisors want you to know!

### 1. If you have Registration Problems....pre-requisite error??

As you register for spring term on the web – if you have been advised to register for a course and the system states that you do not meet a pre-requisite – **please call** the COBI Student Services Center at 419-530-2087. Let us know your Rocket # and the course or courses you are having difficulty registering for. We will verify the prerequisite, enter an approval into the system and then you will be able to register for the course. If you know you may have a prerequisite problem with a course, you may contact the office prior to your registration date. Reminder - All students need pre-req approval for ACCT 3110!

### 2. Problem with Course Offerings for graduation this term?

As you review the course offerings – Please let our office know if there are issues which will prevent you from graduating on time. This could include course time conflicts, as well as courses not being offered. Our office works with the departments and the dean's office to resolve such issues.

### 3. Grade Deletions/GPA Recalculation

- Students who have repeated a course to get a passing or better grade [must complete a GPA recalculation \(grade deletion\) form](#).
- While the original grade remains on a student's transcript, the original low grade is removed from the GPA calculation.
- This does not happen automatically simply because a student retakes the course.
- If the repeated course was a COBI course, the [form](#) must be submitted to Savage Business Complex, Suite 3130 for further processing – not taken to the instructor.
- University of Toledo students are permitted to have a maximum of 12 credit hours removed from the GPA calculation after earning the higher grade.

### 4. Ordering Official Transcripts

Please note your options -

The University of Toledo has partnered with Credentials Inc. to accept online transcript orders using their TranscriptsPlus® service, the quickest and most convenient method of requesting Official Transcripts. **Please note, transcript requests placed online incur online convenience fees.**

**An alternate option for free of charge official transcripts** would be to use **the Transcript Request Form**. Official transcripts can also be requested by submitting a [Transcript Request Form](#) in person, by mail, or by fax. The Registrar does not accept phone or e-mail requests. Transcripts cannot be faxed to you or a third party. Please visit the following link for complete details on ordering official transcripts.

<http://www.utoledo.edu/offices/registrar/transcripts.html>

## 5. Always ask

If you have a question, always ask an adviser or our Student Services staff. If we are not the appropriate office to answer your question – the least we will do is give you the referral to who may be able to assist you.

**What's next? Declare a Major, apply for Graduation or apply for our MBA program...**

### ✓ Applying to the Upper Division for a BBA!

Now is the time for students in the BBA who will be entering their junior year to turn in their [Upper Division applications](#) to declare their major.

For those students accepted into the Accounting major – we strongly encourage you to take ACCT 3110 your first semester as a junior. ACCT 3110 is closed to all students and a permit must be entered prior to registration. If you qualify, please contact the COBI Student Services Center at 419-530-2087 to request a registration permit.

If students have not completed both BUAD 2040/2050 or ACTG 1040/1050 with the required GPA, the upper division registration permit may be deferred until course completion to verify mandatory grade requirements.

### ✓ Graduating in May 2016 with a Bachelor Degree and want an MBA?

Congratulations on nearing the successful completion of your BBA, BS or BAT. Consider the opportunity to enroll in the Master of Business Administration (MBA) program beginning in **Fall 2016. Students with higher undergraduate GPA's are able to earn the MBA Degree by completing a minimum 11 courses, and that can usually be done in one calendar year (Fall, Spring, Summer).**

We encourage you to call to schedule an appointment with **our new Graduate Programs Office**. You may call the new College of Business & Innovation Graduate Program Office at **419-530-5680** or visit in-person in **Stranahan Hall room 1016** or visit on-line at <http://www.utoledo.edu/business/COBI/graduateprograms.html>.

Again – our office in SB 3130 is no longer advising for the MBA program – and all students must now work with the advising staff in the new Graduate Programs office.



## Graduation Application Deadlines

**EVERY** student must apply to graduate, and that usually takes place several months before the term in which you intend to graduate. Below are the graduation application deadlines for the next three academic terms:

- **Fall 2015** – Due Date was April 3, 2015 – **\*\*PAST DUE – ACTION REQUIRED IMMEDIATELY**
- **Spring 2016** – Due date is November 13, 2015
- **Summer 2016** – but attending the Spring ceremony – Due date is February 2016

If you apply by the posted deadline, you will receive two benefits. One, your name will appear in the commencement program, and two, you will receive a letter from the College of Business regarding academic requirements to graduate. **For example**, if you are applying to graduate in May 2016 you will get a letter prior to classes beginning in January that states, based on your current registration, if there are any deficiencies that you will need to address in order to graduate – or if you are all set as registered to graduate.

**\*\***Contact us **immediately** at [COBIadvising@utoledo.edu](mailto:COBIadvising@utoledo.edu) if you are graduating in **December 2015 and have not applied to graduate**.

**NEW!** Students can now apply for graduation via the MyUT portal. The “apply to graduate” link is under the My Records Section of the Student Tab - under...More Record Options. You will want to select the current term and then it will allow you to select Fall 2015 or Spring 2016 as your graduation term. You have the ability to review your information prior to submitting it.

## Fall & Spring COBI and University Events – **Get Involved!**

### Fall Business Career Programs Events

## **BCP Events – contact 419-530-5400, SB 4120 for more info**

### **Mock Interview Days...September 23, 24, & 25**

Separate yourself from the competition by engaging in a practice interview with a seasoned professional!

### **Resume Critiques...September 25, 30, & October 1**

Want to WOW those employers attending the COBI Fall 2015 Job Fair? Then plan on attending one of our Resume Critiques Sessions!

### **College of Business and Innovation Fall 2015 Job Fair**

Friday, October 2, 2015  
1:00 pm - 4:00 pm  
Student Union Auditorium

## COBI and University Events

### **Thursday, September 24**

**Lunch and fun in the sun** Students, faculty and staff are invited to the President's Backyard Barbecue Thursday, Sept. 24, from 11:30 a.m. to 2 p.m. on Centennial Mall. Stop by and have a sandwich with chips

and cookies. Lemonade and water will be available. Rocky, Rocksy and the Blue Crew will be there, and WXUT-FM 88.3 will crank up the music. Come out and pick up a free inauguration T-shirt while supplies last.

### Friday, September 25

#### **UT Classes at 1:00 P.M. or later Canceled**

In order to give everyone the opportunity to attend Dr. Gaber's Inauguration on Friday, September 25, 2015, all afternoon classes beginning at 1:00 p.m. or later will be canceled.

#### **President Gaber Inauguration Procession**

2:30 P.M. - Student Union/Fetterman Court to Savage Arena

#### **President Gaber Inauguration Ceremony**

3:00 P.M. - Savage Arena

#### **President Gaber Inauguration Reception**

Following the Ceremony at Savage Arena

### Monday, September 28

**Sales and Marketing Career Discovery Night Event** - The event is from 4pm-6pm in the Student Union Ingman room. Free food and casual dress. Table rotations with business professionals to learn more about different areas such as field sales, inside sales, business marketing, marketing research, social media, and marketing communications. Advisers, faculty, and student organizations attending as well to help.

### Friday, October 23

**Ticket to Success – a Sports & Entertainment Sales Workshop – 8:30am-4pm Savage Business Complex.** Get the chance to receive sales training, network and interview with hiring sales managers from the National Hockey League, Major League Baseball, the National Football League, National Basketball Assoc., Major League Soccer and other Minor League affiliates. To register send your resume to [BusinessCareers@utoledo.edu](mailto:BusinessCareers@utoledo.edu) by Friday, October 9<sup>th</sup>. Questions? Contact BCP at 419.530.5400 or [BusinessCareers@utoledo.edu](mailto:BusinessCareers@utoledo.edu)

**Dr. Gary Insch, COBI Dean, is also recommending the following unique and value-adding experiences for all COBI students.**

### October 22, 2015

#### **7 p.m., Doermann Theater, University Hall**

**Richard Russo**, American novelist, short-story writer, screenwriter and teacher; Pulitzer Prize-winner for *Empire Falls*. Perhaps a bit of stretch for business curriculum, but certainly an interesting choice to hear speak.

### November 4, 2015

#### **7 p.m., Doermann Theater, University Hall -- Edwin Dodd Lecture (hosted by COBI)**

**Travis Tygart**, an American lawyer and CEO of the U.S. Anti-Doping Agency. Under Tygart's leadership, Lance Armstrong, the seven-time Tour de France winner, was accused of doping. A good, topical subject to discuss the issues of ethics both personal and business.