

# Admission After 2 Years - Business Administration

## BUSINESS ADMINISTRATION

### Application Deadline

The deadline for submission of applications is the last Friday in January in each year. There is an application fee payable to the Ivey Business School. Please refer to [www.ivey.uwo.ca/hba](http://www.ivey.uwo.ca/hba) for more information.

### Application Requirements and Procedures

To apply to the Honors Business Administration Program, students must complete the on-line application form available at [www.ivey.uwo.ca/hba](http://www.ivey.uwo.ca/hba). On-line applications are typically available by early November.

Applicants whose first language is not English may be required to demonstrate their English proficiency through an established English test. Applicants must write one of the following tests and meet the minimum requirements: the Test of English as a Foreign Language (TOEFL), the Michigan English Language Assessment Battery (MELAB) or the International English Language Testing Service (IELTS). For additional information about these tests, please refer to ADMISSION section.

With the exception of academic transcripts, all application information must be complete by the January deadline.

### Admission Criteria

The students are carefully-selected, well-rounded achievers who have the intellectual ability, ambition and stamina to meet the high academic standards and the demanding work-load of the program. Each student has a record of distinctive personal achievement and potential for leadership, as well as strong academics. Admission to the HBA program is competitive and the possession of the minimum requirements does not assure acceptance. An 80%+ average is considered to be competitive.

### Admission Requirements

The Ivey Honors Business Administration Program requires the successful completion of no fewer than 10.0 courses of university study with a minimum overall average of 70%. All students seeking admission to the Honors Business Administration Program must achieve a minimum 70% in Business Administration 2257 (or an equivalent) and have completed one Grade 12 Mathematics course for university-bound students, or Mathematics 0110A/B or Mathematics 1229A/B, in their prior program of study. In addition, given the participative nature of the HBA program and its case-based learning methodology, students are strongly encouraged to demonstrate a satisfactory level of class contribution in Business Administration 2257.

Students seeking admission into the Honor Business Administration program are expected to have adhered to all student code of conduct regulations at their respective institutions. Violations of such codes will be considered as part of the admissions process.

### Candidates from Accredited Degree-Granting Institutions

Candidates with acceptable standing from accredited degree-granting institutions may be considered for admission provided that they have completed the equivalent of 10.0 transferable university credits. All students planning to apply to the Honors Business Administration Program must take the Business 2257 course at Western, or its equivalent from another accredited institution.

### ADVANCED ENTRY OPPORTUNITY

The Ivey Advanced Entry Opportunity (AEO) extends conditional, pre-admission status to the HBA program to exceptional secondary-school students. Ivey AEO applicants are assessed on their academic record and demonstrated leadership in extracurricular activities, community involvement, and work experience. Ivey AEO status is available only to students who choose to study at Western or one of the affiliated university colleges (in a faculty of their choice) for their first two years of university.

Students must first be admitted to Western or one of the affiliated university colleges before being offered Ivey AEO status. Applicants are notified separately from the Registrar's Office concerning their admission to first year.

Approximately 2/3 of the Ivey HBA class are former Ivey AEOs; the remaining 1/3 are students from Western and other universities who develop an interest in business during their first two years of study.

Students interested in the Ivey AEO apply to Western or one of the affiliated university colleges on the Ontario Universities' Application Centre (OUAC) form. They must also apply separately to the Richard Ivey School of Business. The Ivey AEO application is only available on-line at [www.ivey.uwo.ca/hba](http://www.ivey.uwo.ca/hba). There is an application fee payable to the Ivey Business School. Please refer to [www.ivey.uwo.ca/hba](http://www.ivey.uwo.ca/hba) for more information.

Both applications are due by the OUAC application deadline in January.

A competitive Ivey AEO application includes:

- 90%+ average in the final year of secondary school;
- completion of the mathematics course for university-bound students;
- demonstrated leadership in extracurricular activities, community involvement, and work experience.

### **STEPS FOR ADMISSION TO HBA**

To progress to the Ivey HBA Program in third year, Ivey AEO students need to:

- Enroll at Western or one of the Affiliated University Colleges for Years 1 and 2 with a full course load (5.0 full courses) during the regular academic year (September – April) in each year.
- Achieve an overall two-year average of 80.0% in 10.0 full university credits (5.0 in each year) in any faculty in any program with no failed courses;
- Enroll in a module and take a minimum of 2.0 of the required courses for that module plus Business 2257 in Year 2;
- Take all senior (2000 and higher) level courses in Year 2 including Business 2257. Permission to register for a first-year course in Year 2 will be granted by the HBA Program Services Office only under special circumstances;
- Achieve no less than 70% in Business 2257 taken between September and April of Year 2; Given the participative nature of the HBA program and its case-based learning methodology, students are strongly encouraged to demonstrate a satisfactory level of class contribution in Business Administration 2257;
- Complete the equivalent of a Grade 12 U-level mathematics course, if not taken during secondary school;
- Continue involvement, achievement, and leadership in extracurricular activities in Years 1 and 2;
- Adhere to all student code of conduct regulations at their respective institutions. Violations of such codes will be considered as part of the admissions process;
- Complete an Ivey AEO Update form between Years 1 and 2 so that Ivey can provide feedback on progression to date; and,
- Complete the Ivey AEO Intent to Register form in Year 2 to confirm intention to join the Ivey HBA Program in Year 3.

Students may be required to participate in an online video interview as part of their HBA Intent application.

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#### **Related Policies and Notes:**

The Advanced Entry Opportunity was formerly known as the Academic Excellence Opportunity and the Academic Excellence Program (AEP).

The degree granted with the HBA is a Bachelor of Arts (Honors Business Administration).

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