

HELLER COLLEGE OF BUSINESS

History of Walter E. Heller and Alyce DeCosta

The Heller College of Business prides itself on preparing students for future professional and personal success through a cutting-edge curriculum that builds fundamental business knowledge, hands-on projects that develop in-demand professional skills and foster critical thinking, and experiential learning opportunities that provide exposure to the metropolitan Chicago business community. Our faculty is a mix of award-winning scholars and highly successful industry practitioners who challenge students to realize their potential and support their journey to success. Our faculty, staff, advisory board members, and alumni network work collaboratively to ensure the College delivers a world-class education for a diverse student body, preparing them for future roles as business leaders and socially conscious citizens.

The Heller College of Business (HCB) is named after Walter E. Heller, a preeminent Chicago business leader in the mid-1900's. A resourceful, hard-working, and meticulous entrepreneur, Heller's business empire grew to include food manufacturing, jewelry, and finance (including commercial lending and private equity). Walter E. Heller died in 1969, but with the generous support of his widow, Alyce DeCosta, and the Walter E. Heller Foundation, a substantial naming gift of \$2 million was made to Roosevelt University. The College proudly carries the Heller name to this day, continuing the legacy of entrepreneurialism and excellence that defined Walter E. Heller's career.

Mission

The Heller College of Business designs and delivers quality academic programs and support services that meet students' current and future educational needs in a dynamic, global business environment. We promote a climate of integrity and social responsibility while developing critical business skills.

Accreditation

All University programs are accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. In addition, many of the business degree programs offered through the Heller College of Business are accredited by the Accreditation Council for Business Schools and Programs (ACBSP). University business programs worldwide pursue this recognition, and ACBSP accredits approximately 10 percent of business programs in the United States and a few outside the United States. ACBSP accreditation is a mark of distinction in that accredited programs must meet national and international standards for teaching excellence, achieving learning outcomes, mission-based strategic planning and continuous improvement.

Degree Programs

The Heller College of Business offers ten graduate business degrees. The Master of Business Administration is a general management degree with a chosen area of specialization. The college also offers 9 specialized master of science degrees: Master of Science in Business Analytics, Master of Science in Accounting, Master of Science in Accounting Forensics, Master of Science in Human Resource Management, Master

of Science in Integrated Marketing Communications, Master of Science in Real Estate, Master of Science in Hospitality Management, a Master of Arts in Organizational Leadership, and a Master of Arts in Training and Development.

Certificate Programs

In addition to full degree programs, the Heller College of Business offers five graduate business certificates. These graduate certificates are shorter, four-course credentials for students who might not desire or be ready for a full graduate degree program. Our Marshall Bennett Institute of Real Estate offers two certificates, one in Real Estate Development and one in Real Estate Finance & Investment. We also offer certificates in Project Management, Business Analytics, and Human Resource Management.

Transfer Credit

Transfer credits may be accepted from other graduate programs provided they are accredited. The Heller College of Business follows the University Graduate Transfer policy, where up to 6 credit hours in 30-credit hour programs and up to 9 credit hours in longer programs may be accepted for transfer credit with the approval of the program advisor. Detailed information is contained in the university's Transfer Credit Policy.

Full-time Graduate Students

The normal full-time load for a graduate student is 9 credit hours (three courses). Scheduling conflicts may occur when taking four or more classes, so students should work closely with an adviser to map out their degree plan. Course prerequisites may not be waived to accommodate scheduling difficulties or to accelerate graduation.

Location and Scheduling

The MBA program is offered in two modalities: online and in-person (hybrid) on our Chicago campus and at the Harper University Center.

MBA core courses are offered each semester in both modalities, and concentration courses are offered regularly, but not necessarily each semester. The MS in Accounting Forensics, MA in Organizational Development, and MA in Training and Development degrees are offered online (asynchronous delivery) only. All other degree programs are offered in hybrid formats (some in-person sessions and some online sessions) primarily on our Chicago campus.

Admission to Graduate Business Programs

Domestic (U.S. citizen or permanent resident¹) applicants. Applicants to graduate studies for the MBA, MS, and MA degrees in the Heller College of Business must complete and submit the following:

- Graduate university application
- Applicants with an undergraduate GPA below 3.0 may be required to complete an interview process with Business Administration staff and faculty.
- Official transcripts from all colleges and universities attended, regardless of whether a degree was received
- Application fee
- Students admitted to the MSRE program (i) without an undergraduate degree in Business or a business-related degree; or, (ii) having completed the undergraduate degree requirement more than 10 years prior to admission to the MSRE will be required to complete a training program in Excel as applied to the real estate industry. This program will be made available to students upon registration for classes

for their first semester in the MSRE degree program. At this time, the program will be provided at no cost and can be taken by other interested MSRE students as a refresher course.

¹ Permanent residents must submit Permanent Resident Card

International applicants. International applicants and other students with academic credentials from institutions outside of the United States who are applying for the MBA, MS, and MA degrees in the Heller College of Business must complete and submit the following:

- International Graduate University Application, including the Summary of Educational Experience by Year.
- Those students below a 3.0 GPA on a 4.0 grading scale might be required to complete an interview process with the Assistant Dean, Department Chairs and/or selected staff and faculty from the Heller College of Business.
- As evidenced by TOEFL/IELTS/Roosevelt ELP test, demonstration of English proficiency is required if education is not from a North American institution in which English is the medium of instruction.
- Financial Statement and Affidavit of Support, with supporting financial records.
- Application fee.

International or domestic applicants who hold international degrees.

- Applicants with a degree from outside the United States must submit an international degree evaluation to assess for US equivalency from either Education Credential Evaluators (ECE), World Education Services (WES) or Educational Perspectives.
- Applicants with a three-year degree will be considered.
- Non-admissible applicants with a three-year degree may be eligible to enroll in an RU undergraduate program, preferably business, to work toward a four-year equivalency.
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- Applicants with a three-year degree will be considered.
- Non-admissible applicants with a three-year degree may be eligible to enroll in an RU undergraduate program, preferably business, to work toward a four-year equivalency.

Graduate Assistantships

The college has a limited number of graduate assistantships available to full-time students each year. The assistantships provide a stipend and up to 18 credit hours of tuition waiver annually. Most assistantship roles are part time, which can provide 9, 4.5, or 2.25 credit hours of tuition waiver. The duties of a graduate assistant may include tutoring, research, event planning, and assistance with general academic or administrative projects. Please reach out to an academic advisor (wendorffcraps@roosevelt.edu) if you have questions or are interested in applying for a position. Graduate Assistantships are not guaranteed for subsequent terms, and students must reapply each semester.

Advising

Academic Advising at the Graduate level is done by our Student Support Specialists. All new graduate students are assigned an academic advisor and should meet with them before registering for their course(s) so that

a student educational plan can be created. Advising services may be provided by telephone, Zoom, email, or in person. All students should regularly seek advising services and register for courses as early as possible in the registration period.

Student Services

The Heller College of Business is committed to the success of our students. In addition to the host of services offered to all Roosevelt students through the Dean of Students office (<https://blogs.roosevelt.edu/student-handbook/student-resources/>), the HCB partners with other University offices to offer additional services described in subsequent sections below.

Professional Development Workshops

The Heller College of Business provides many professional development workshops throughout the academic year at both campuses. Topics covered include resume building and cover letter writing, the perfect elevator pitch, Excel for business basics and advanced financial planning, survival skills for the corporate world and much more.

Career Services

The Heller College of Business offers various career services to help students land great jobs during or after completing their academic programs. We partner with our Office of Career Services to organize and host two business-focused career fairs each year: one in Fall to match the standard business recruiting cycle for large firms, and one in Spring for firms with a later recruiting cycle. At our career fairs, we host numerous employers from various industries recruiting for full-time, part-time, and internship job opportunities. Additionally, we also host on-campus and virtual corporate presentations from firms that are actively recruiting HCB students. Finally, our Office of Career Services hosts a general career fair each Spring and manages a virtual jobs board (via Handshake) where firms post job openings year-round.

Internships

An internship can be a valuable learning tool and resume builder for those graduate students who have had limited professional work experience or for those seeking a career change. Students are encouraged to pursue internships if they meet those criteria, and internships are offered as elective courses in many of our graduate degree programs. Students interested in pursuing the possibility of an internship as part of their graduate program should discuss this with their academic adviser early in their course of study and get their approval.

Graduate students may use up to three credit hours of internship to fulfill degree requirements. To accept an internship, a student must be legally eligible to work in the United States. A student may not use an employer for whom he/she already works full-time for an internship. The student must receive written approval from their adviser and/or Dean or Associate Dean before enrolling for an internship.