

110 Westwood Plaza,
Marion Anderson Hall 6th Floor
Los Angeles, CA 90095-1481

FULLY EMPLOYED MBA PROGRAM FEE INFORMATION for AY 2022-2023

The Fully Employed MBA (FEMBA) Program assesses registration charges on a **per unit** basis. FEMBA registration charges do not include instructional materials or additional assessments associated with special courses (see Financial Disclosure Statement). FEMBA is a 27-month program with 80 course credit units required for completion (the FEMBA academic schedule is subject to change, see page 3). FEMBA registration charges and payments are managed by the **UCLA BruinBill** system, which is available via **MyUCLA** <http://my.ucla.edu>

AY 2022-2023 payment due dates are the following

1st year students

- Intent to Register ITR (non-refundable) \$2,000
Payment due upon admission

- Fall quarter payment due August 20, 2022 \$14,900*
- Winter quarter payment due December 20, 2023 \$13,520*
- Spring quarter payment due March 20, 2023 \$13,520*

*Amount based on standard course load

BruinBill Assessment Information

Per-unit fee* \$1,690

Please refer to pg. 3 - FEMBA STANDARD PROGRAM OF STUDY - to calculate quarterly charges

*Core and elective course instructional material costs (except for in-class handouts) are not included in the FEMBA registration charges; students are required to directly purchase all core and elective course materials. If special instructional materials (not standard in-class handouts) need to be provided by the FEMBA Program, the instructor, or some other source, students will be assessed for the cost of these materials.

Please note: **UCSHIP** charges are not part of the FEMBA registration amount and these charges can be waived. For waiver information and deadlines, please refer to their website www.studenthealth.ucla.edu. If you have additional questions please email, shsins@ashe.ucla.edu call 310.794.5613 or visit them in person on the 4th floor of the Ashe Center.

FULLY EMPLOYED MBA PROGRAM FEE INFORMATION for AY 2022-2023

Payment Information

The university's BruinBill system generates electronic invoices and accepts FEMBA registration charge payments by mail, e-check or via MyUCLA <http://my.ucla.edu> (university billing and payment information).

Note: All credit card payments are subject to a 2.75% non-refundable service charge each transaction; if paying by check (payable to **UC Regents**), print your name, university identification number (UID) and 'M' (to designate yourself as a management student) on the check and mail the check to:

UCLA Anderson School of Management
FEMBA Billing Office
110 Westwood Plaza, Marion Anderson Hall 6th Floor
Los Angeles, CA 90095-1481

Each student is **required** to maintain his/her correct permanent mailing address in MyUCLA to **set up direct deposit** to their personal bank account (so that any refunds may be electronically transferred) and to pay FEMBA charges in a timely manner. UCLA Registrar will drop enrollment if payment is not made by the due dates noted on pg. 1.

Students with FEMBA registration charges 30 days past due will have a FEMBA-hold placed on their records. The hold will restrict student services, including registration/enrollment services. Any FEMBA Program charge that is 60 days past due will be subject to UCLA Collection. Students in collection will be automatically withdrawn from the FEMBA Program.

Sponsor Information

The FEMBA program assists students with sponsors who want to pay charges on behalf of a FEMBA student. FEMBA Financial Manager, **Deborah Shin** (deborah.shin@anderson.ucla.edu), coordinates sponsor agreements and payments. Sponsors who request direct billing will have an account established in their name only if they pay 100% of the student's FEMBA registration charges. In order to set up a UCLA sponsor account, a **sponsorship agreement** contract is required **EACH ACADEMIC YEAR**:

https://www.anderson.ucla.edu/documents/areas/prg/femba/admit_forms/SponsorshipAgreement.pdf

FEMBA sponsorship accounts must be established by **August 1, 2022 or ASAP**.

Students are responsible for their accounts and can personally be subject to UCLA Collection after 60 days of non-payment either by the sponsor or the student.

Financial Aid <http://www.anderson.ucla.edu/degrees/fully-employed-mba/financial-aid>

Contact: **Connie Beaumont-Field** (connie.beaumont-field@anderson.ucla.edu) 310.825.0224

PARKING

Students purchase their own parking quarterly through the online portal <https://flexport.ts.ucla.edu/FlexPort/Account/Portal>

Default permit options are *Night* and *Weekend*. For assistance obtaining an *All-Day* permit contact Kayle Reulein kayle.reulein@anderson.ucla.edu.

FEMBA STANDARD PROGRAM OF STUDY

The Fully Employed MBA Program is a 27-month academic program with **80 units** required for completion. **The standard program of study, while subject to change, is expected to be as follows:**

First Year:		26 Units
Fall	MGMTFE 401A/B Leadership Foundations	2.0
	MGMTFE 402 Data and Decisions	4.0
	MGMTFE 409 Organizational Behavior	4.0
Winter	MGMTFE 403 Financial Accounting	4.0
	MGMTFE 405 Managerial Economics	4.0
Spring	MGMTFE 408 Foundations of Finance	4.0
	MGMTFE 411 Marketing Management	4.0
Second Year:		32 Units
Summer	Elective	4.0
	Elective	4.0
Fall	MGMTFE 410 Operations & Technology Management	4.0
	MGMTFE 420 Business Strategy	4.0
Winter	Elective	4.0
	Elective	4.0
Spring	Elective	4.0
	Elective	4.0
Third Year (Program Completion):		22 Units
Summer	MGMTFE 427A or 428A - GAP or BCO (FEMBA Field Study)	*5.0
	Elective	4.0
	Block Elective/International Elective	4.0
Fall	MGMTFE 427B or 428B - GAP or BCO (FEMBA Field Study)	*5.0
	Elective	4.0

**Please note that although this is a 27-month program, students can complete the program in up to 33 months.*

Advancement to Candidacy (ATC) – *It is the student’s responsibility to file a Master’s Advancement to Candidacy Petition with FEMBA Student Affairs Office no later than the second week of the term in which he or she expects to receive the degree (or when the student earns 80 units, whichever comes first). Failure to do so prevents a student from receiving a degree until the quarter in which the form is filed and the student is advanced to candidacy, regardless of when degree requirements were completed. You can find the form here: <https://grad.ucla.edu/academics/masters-studies/masters-advancement-to-candidacy-petition/>*

**GAP enrollment in summer is 5 units and 5 units in fall*

**BCO enrollment in summer is 6 units and 4 units in fall*

FULLY EMPLOYED MBA PROGRAM FEE INFORMATION for AY 2022-2023

FEMBA students in good academic standing (min. 3.0 GPA) may start accelerating their program studies in spring quarter of year one. Charges will be assessed on a pay-as-you-go basis for enrollment in any course.

Refund/Reduction Information – Leave of Absence (LOA) or Withdrawal

Students who withdraw or take a LOA may be entitled to receive a refund of FEMBA registration charges. The amount refunded is determined by the UCLA Registrar based on the date that the student provides official written notification of withdrawal/LOA to the **FEMBA Student Affairs** femba.studentaffairs@anderson.ucla.edu. The student is required to pay all outstanding FEMBA and university assessments due at the time of withdrawal/LOA; otherwise, the student will be put on hold and his/her account will be referred to UC Collection if it remains more than 60 days past due. Students on hold or in collection will not be permitted to return to study in the FEMBA Program. Students who are eligible to return to FEMBA from a LOA will be assigned to the class year most appropriate to their completed unit count and will be assessed that class year's registration charges and will be subject to that class year's policies.

FINANCIAL DISCLOSURE STATEMENT

FEMBA Program Registration Charges

FEMBA registration charges, as disclosed in this document are mandatory for each student. No category or component is optional regardless of the level of the student's participation.

Assessments in Addition to FEMBA Program Registration Charges

In addition to the program registration charges, students are responsible for the following expenses/charges:

University and Program Assessments: Students are responsible for all charges and/or fines assessed by the FEMBA Program and the University (including, but not limited to, the Registrar, Graduate Division, UCSHIP, UCLA Student Accounting, the Library and Financial Aid). FEMBA charges and policies are subject to change each academic year. Please contact your Program Manager if you have questions about university or program charges or fines.

Optional Courses and Programs: FEMBA students have the opportunity to apply for optional international electives offered through the Center for Global Management – CGM (e.g., Global Immersion courses). These electives and other non-traditional courses or educational programs may require students to pay additional charges out-of-pocket to participate including program fees, airfare and travel costs. These additional charges and expenses are non-reimbursable and are not included in the FEMBA Program registration charges, they are the responsibility of the student.

Every effort has been made to fully disclose the 2022-2023 FEMBA Program financial information for new and continuing students. However, new educational opportunities may be offered during the academic year, the above information may not fully reflect all costs that may be additionally assessed. AY 2022-2023 FEMBA registration charges are mandatory for each student. No category or component is optional regardless of the level of the student's participation. FEMBA registration charges are subject to change each academic year.

v. June 1, 2022