



# LINCOLN UNIVERSITY CALIFORNIA

*Brochure 2017-2018*



LEARN MORE ● EARN MORE ● MUCH MORE



## PRESIDENT'S MESSAGE

By selecting Lincoln University, you are choosing an education that will make possible a life full of opportunities and will give you skills to gain greater control over your own destiny. I'd like to personally welcome you aboard and congratulate you on making this important decision.

Lincoln University is a unique institution of higher learning, where educational excellence, professional know-how, and up-to-date international standards are combined with individual attention and a friendly atmosphere, giving rise to a world-class education.

At Lincoln University, we pride ourselves both on the quality of our education and its relevance in today's professional world. Each program within the university is designed to ensure that all of the acquired knowledge and skills will be valuable to its graduates, providing a practical and solid foundation for the student's future. We make sure that every part of our students' education serves a purpose and brings them closer to accomplishing their professional goals.

Since its founding in 1919, around the same time as many of America's top schools, the university has chosen to deliver the best, custom-fit education to the select few, rather than provide the widest range of subjects and cater to the widest possible audience. Lincoln University begins with a highly competent faculty and the most useful educational programs, and mentors each student all the way to graduation. Our students' success proves that we make the right choices.

Lincoln University has become a truly global university due to its diverse multicultural student body and faculty. Located in a powerful international hub – the San Francisco Bay Area – it provides a multitude of invaluable learning opportunities. Because a successful career in the 21st century requires deep understanding of international relations and the impact of globalization, Lincoln University is well-positioned to give its students a competitive advantage in business and professional fields worldwide.

I invite you to discover for yourself the unique character of Lincoln University. Our excellent and rigorous curriculum, outstanding faculty and convenient facilities provide all the necessary components to ensure our students' path to a successful future.



Dr. Mikhail Brodsky, President

**I VIEW EDUCATION AS THE MOST  
IMPORTANT SUBJECT WHICH WE  
AS PEOPLE CAN BE ENGAGED IN.**

*Abraham Lincoln*

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## EXPERIENCE CALIFORNIA

California is well-known around the world for its famous sites such as San Francisco, Disneyland, Los Angeles, Hollywood, San Diego, and Palm Springs. Imagine yourself here, in a world-known destination where you can hike, bike, surf, or roller-skate all year round. You can have an experience of a lifetime!



## IMAGINE YOURSELF IN CALIFORNIA

### EXPERIENCE OAKLAND

Oakland is one of the best cities in climate, and Forbes Magazine has ranked it as the 15th best city in the U.S. for business. In 2016, Oakland was ranked the 10th most walkable city in the United States and one of the most ethnically diverse cities in Alameda County, accommodating close to 400,000 inhabitants. Alameda with its wonderful beach is just a few minutes of a ride from the city of Oakland.



## Golden Gate Bridge

The Golden Gate Bridge, the most famous bridge in the world, manages to impress even the most experienced travelers with its stunning 1.7-mile span. Approximately 120,000 automobiles drive across it every day.



## Alcatraz

The notorious former prison, is located on an island of the same name in the middle of San Francisco Bay. Some of the United States' most notorious criminals were incarcerated there. The prison was closed in the 1960s and stories about Alcatraz are legendary.



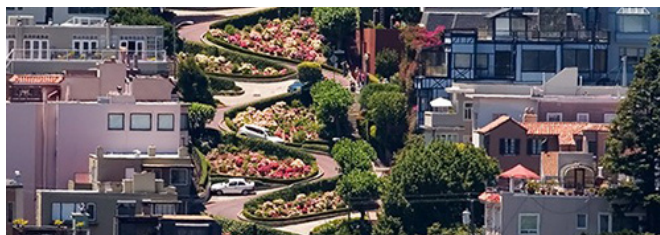
## Fisherman's Wharf

Many visitors include Fisherman's Wharf on their itinerary. Waterfront marketplaces and the fishing fleet make for a terrific fish story.



## Lake Merritt

Lake Merritt is a tidal lagoon located near downtown Oakland. It is surrounded by parkland and city neighborhoods. There is a popular path for walking and jogging that runs along its perimeter.



## Lombard Street

Lombard Street is best known for the one-way section on Russian Hill between Hyde and Leavenworth Streets, in which the roadway has eight sharp turns (or switchbacks) that have earned the street the distinction of being the crookedest [most winding] street in the world.



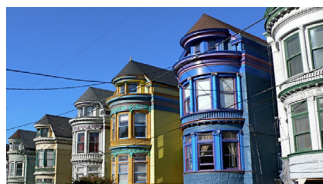
## Chinatown

Built near Portsmouth Square, this Chinatown is the oldest and one of the largest in the United States.



## SOMA/Yerba Buena

South of Market, also known as "SOMA," is more than two square miles of sleek nightclubs, fashionable restaurants, art hubs and the nation's most beautiful ballpark.



## Haight-Ashbury

Forty years later, the "Summer of Love" lives on throughout this charming Victorian sector, the location of one of the world's top medical schools.





# LINCOLN UNIVERSITY

## PROFILE

Lincoln University is a private, non-profit educational institution based in Oakland, California. It was founded in 1919 in San Francisco by Dr. Benjamin Franklin Lickey, and was chartered under the laws of California in 1926. The university offers undergraduate and graduate studies. The emphasis on adult education, urban outreach and international orientation as well as continuous refining of its programs based on the needs of the job market makes Lincoln University an attractive learning environment for its students. Lincoln University provides its students with a strong and professional faculty team and caring staff who ensure academic development and constant growth because they are always looking toward the future, making sure Lincoln University curriculum is well suited for today's and tomorrow's needs.

## LINCOLN UNIVERSITY ADVANTAGES

### Excellent Professors

Lectures with professors who have know-how and up-to-date international standards

### Affordability

One of the most cost-effective universities in the San Francisco Bay Area

### Convenience

Located in downtown Oakland, only one block from BART (subway line to surrounding cities)

### Individual Attention

Friendly atmosphere in a small-class environment

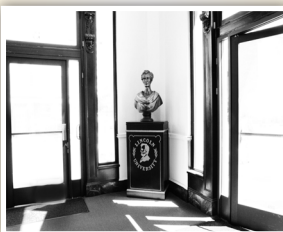


### Mentoring

Each student is guided all the way until their graduation and afterwards

### Diversity

Students from over 60 countries around the world



### Extremely High Employability

The majority of active job seekers graduating from Lincoln University find their first work opportunity within 3 months of graduation, either in their home country or in the U.S.



## CAMPUS LOCATION

The university's main facility is located in a beautiful historic building at 15th and Franklin Streets in downtown Oakland, in the heart of the San Francisco Bay Area. It has spacious classrooms, administrative offices, an auditorium, a computer lab, a study zone, a cafeteria, and a student lounge. Two additional facilities are located within the vicinity of the

main building. The location at Franklin Street serves as a Diagnostic Imaging Laboratory, Diagnostic Imaging Programs Office, and a classroom. Additional space located at 15th Street houses the University library, an auditorium, a classroom, and offices. Bay Area Rapid Transit (BART) and many bus routes are nearby.



## UNIVERSITY RESOURCES

**LIBRARY** Lincoln University's library does not only contain journals and publication, it includes a great number of online resources and access to major databases including EBSCO and Gale. Lincoln University students also have the privilege to borrow particular titles for their research through the Interlibrary Loan Program. The librarians are able to meet with students to provide guides and tips regarding writing research projects and papers.

## COMPUTER LABORATORY

The computer laboratory is equipped with modern computers and Internet access on all workstations. The computer lab provides high-speed wireless Internet through the access points installed throughout all three University buildings. All the students are provided with a Lincoln University e-mail address. The students have a single sign-on system through which they can access the computer, file servers, and any other resources that may be used for educational purposes.

*Leading companies such as Apple, Google, Yahoo, Facebook, LinkedIn, and an array of other startups are only an hour drive from Lincoln University.*

## ENGLISH LABORATORY

Lincoln University's English lab is integrated with the university's computer lab and library. It offers video, audio, and general media projection systems. Materials are offered for use within the lab or for checkout.

## DIAGNOSTIC IMAGING LABORATORY

The Diagnostic Imaging Lab at Lincoln University is equipped with a state-of-the-art ultrasound unit of instruments, which are used for various medical imaging applications; the following models are currently present: LCD Acuson Sequoia 512, including 15L8W (linear) for small parts, breast and musculoskeletal, 4C1 (curved linear array) for OB/GYN, fetal and general abdominal, 4V1C (phased array/sector) for vascular, cardiac and transcranial, and 2.0 CW

Pedoff for echo scanning. A 12-lead Hewlett Packard machine and a Schiller ECG machine are used to perform the echocardiogram study.

Students' lab practice is guided and supervised by qualified technicians. The equipment is periodically checked and maintained for accuracy, quality and reliability.





## BACHELOR OF ARTS IN BUSINESS ADMINISTRATION (BA)

### *Do you want to...*

- ✔ Obtain a solid foundation in the principal functional areas of a modern commercial enterprise?
- ✔ Receive a concentrated advanced preparation in the area of your choice?
- ✔ Be prepared for the challenges of today's business world?
- ✔ Receive business education with international focus and practices?
- ✔ Share your ideas with the students who come from over 50 different countries?

## PROGRAM HIGHLIGHTS

- ✔ A comprehensive business knowledge in the principal areas of business operations
- ✔ 45 units of General Education and three major parts: general business administration courses, courses from an area of concentration, and elective courses
- ✔ All undergraduate business students need to complete the 44-unit general business administration (GBA) requirements and 21 units of advanced study chosen from a select list of courses designed to prepare students for a career in that particular field (concentration). Students may develop an individualized concentration using existing courses with the approval of the President. The program is concluded with the course of Business Policies (BA 290) which is usually taken in the student's final term. At least 15 units of elective courses must be chosen from the university catalog.

## MINORS

Students may also develop an individual minor area (18 units) using existing courses with the approval of the academic advisor and the President. A maximum of 9 credit units can be transferred to a Lincoln University minor.





# BA - FIRST YEAR SAMPLE SCHEDULE

## FALL

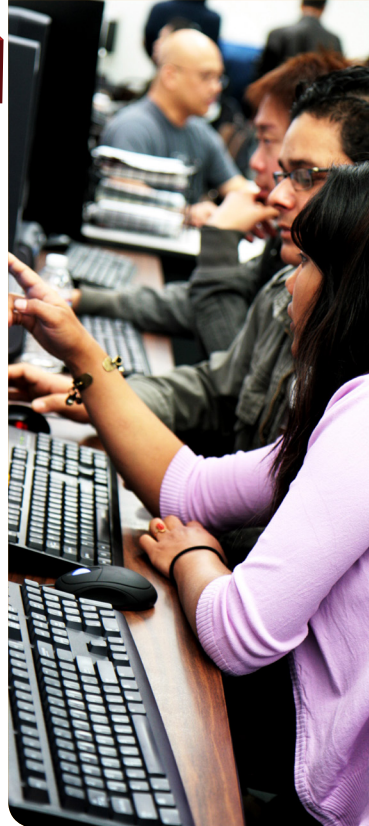
Course #	Course	Units
BA 10	Introduction to Business	3
BA 42	Financial Accounting	4
CS 10	Introduction to Computer Science	3
ECON 20A	Principles of Economics I (Macroeconomics)	3
ENG 93	Business Communication	3
MATH 10	College Mathematics	3
	Total	19

## SPRING

Course #	Course	Units
BA 19	Business Ethics	3
BA 110	Management Principles	3
BA 115	Statistics	3
BA 130	Introduction to International Business	3
ECON 20B	Principles of Economics II (Microeconomics)	3
ENG 75	Critical Thinking	3
	Total	18

## SUMMER

Course #	Course	Units
BA 150	Marketing	3
PSYCH 10	Fundamentals of Psychology	3
	Total	6



## CONCENTRATIONS

INTERNATIONAL  
BUSINESS

MANAGEMENT

ENTREPRENEURSHIP

MANAGEMENT  
INFORMATION SYSTEMS

## MINORS

HUMANITIES

COMPUTER SCIENCE

\*125 units are required for the BA degree.



## MASTER OF BUSINESS ADMINISTRATION (MBA)

### *Do you want to...*

- ✔ Earn a professional degree from a reputable university with international focus?
- ✔ Develop broad managerial competence to enable you to cope with a wide variety of business situations?
- ✔ Get the opportunity to work as an intern in the United States on OPT (Optional Practical Training)?
- ✔ Be attractive as a prospective employee worldwide?

### PROGRAM OBJECTIVES & HIGHLIGHTS

- ✔ Strengthening of analytical thinking by the use of analytical tools from the quantitative and behavioral sciences
- ✔ Coverage of the basic functional areas of business with stress on their interrelationships
- ✔ Building of flexible adaptability to changing environments
- ✔ Development of evaluation skills in terms of social, political, and economic values
- ✔ Advancing skills in group cooperation and decision-making
- ✔ Development of communication skills
- ✔ Highlighting a sense of professional responsibility
- ✔ Encouraging international thinking

### **MBA – First Semester Sample Schedule**

Course #	Course	Units
BA 301	Managerial Economics	3
BA 304	Marketing Management	3
—	Concentration Course	3
	Total	9

### CONCENTRATIONS

INTERNATIONAL  
BUSINESS

FINANCE MANAGEMENT  
AND INVESTMENTS

GENERAL  
BUSINESS

HUMAN RESOURCES  
MANAGEMENT

MANAGEMENT  
INFORMATION SYSTEMS

MARKETING  
MANAGEMENT



## MASTER OF SCIENCE IN INTERNATIONAL BUSINESS (MS IN IB)

### *Do you want to...*

- ✔ Earn a specialized degree that addresses major managerial, economic and strategic planning issues?
- ✔ Gain an in-depth and applied understanding of the complexities and functions of international management professions?
- ✔ Develop broad competence to operate in a wide variety of business situations related to international management?
- ✔ Want to work for multinational firms seeking international business professionals at a managerial level?

## PROGRAM OBJECTIVES & HIGHLIGHTS

- ✔ Emphasizing actual business firms' international management practice and experience
- ✔ Addressing major managerial, economic, and strategic planning issues facing multinational firms
- ✔ Gaining an in-depth and applied understanding of the complexities and functions of international management professionals in a rapidly changing business environment
- ✔ Acquiring diverse managerial skills and knowledge necessary to provide effective leadership and vision in international business operations

### MS in IB – First Semester Sample Schedule

Course #	Course	Units
BA 301	Managerial Economics	3
BA 309	Ethics of Business Management	3
BA 340	Managerial Accounting and Financial Control	3
	Total	9

\*36 units are required for the MS in IB degree.





## MASTER OF SCIENCE IN FINANCE MANAGEMENT (MS in FM)

### *Do you want to...*

- ✓ Earn a specialized degree that addresses major financial issues?
- ✓ Develop broad competence to operate in a wide variety of business situations related to finance management?
- ✓ Gain an in-depth and applied understanding of the complexities and functions of finance professionals in a globally competitive and rapidly changing business and economic environment?
- ✓ Want to work for multinational firms seeking finance professionals at a managerial level?

## PROGRAM OBJECTIVES & HIGHLIGHTS

- ✓ Emphasizing actual business firms' financial practice and experience
- ✓ Gaining an in-depth and applied understanding of the complexities and functions of finance professionals in a rapidly changing business environment
- ✓ Addressing major financial issues facing multinational firms
- ✓ Acquiring an understanding of the tools and techniques used in sophisticated financial analysis, planning and forecasting as well as current business financial functions and practice

### MS in FM – First Semester Sample Schedule

Course #	Course	Units
BA 301	Managerial Economics	3
BA 303	Finance Management	3
BA 340	Managerial Accounting and Financial Control	3
	Total	9

\*36 units are required for the MS in FM degree.



## DOCTOR OF BUSINESS ADMINISTRATION (DBA)

### *Do you want to...*

- ✓ Earn an advanced professional and academic degree that will prepare you for teaching and research positions in the universities worldwide?
- ✓ Pursue a career in management or consulting at senior levels?
- ✓ Learn how to apply concepts and techniques necessary to understand a range of business disciplines?
- ✓ Conduct scholarly research on issues arising in professional business practices?

## PROGRAM OBJECTIVES & HIGHLIGHTS

- ✓ Learning the latest academic theories, concepts, techniques and applications with emphasis on teaching, research, practice in the chosen field, and consulting
- ✓ Being able to carry out independent research at an advanced level
- ✓ Extending the knowledge, expertise and skills through the application of research to business problems
- ✓ Having experience through internships, teaching, and special study projects as a part of the curriculum
- ✓ Enhancing abilities to deliver ideas, research methodology and findings by means of formal presentations in business, professional, and educational environments

### DBA – Final Semester Sample Schedule

Course #	Course	Units
BA 599	DBA Dissertation III (Dissertation Preparation and Defense)	3
	Total	3

## CONCENTRATIONS

**FINANCE AND INVESTMENTS**

**HUMAN RESOURCES MANAGEMENT**

\*93 units are required for the DBA degree.



## THE STUDENT SERVICES OFFICE

The Office of Student Services is dedicated to helping students grow and develop intellectually, physically, culturally and socially by structuring the campus environment in ways that will give each student the opportunity and potential for such personal growth. The Student Services Office provides information on housing, career counseling, job placement and full-time/part-time employment that will help each student make the most of the programs and assistance available from the University. References for professional counseling are provided for students experiencing personal difficulties. Academic counseling is available in cooperation with the Dean of Students.

**Career Services** While Lincoln University makes no explicit or implied guarantee of job placement for graduates, it does provide career guidance. In each semester, the Director of Student Services conducts workshops on job search skills, including resume-writing and interviewing techniques. By arriving at an early decision regarding career directions, students are able to make the most of their academic programs. Students get individual help in career exploration, advice and critique on resumes, and help in determining job objective. Students also have an opportunity to practice and polish up their interview skills utilizing immediate video feedback on presentation. Both full-time and part-time job opportunities are posted on bulletin boards at the University. Full-time international students desiring work must comply with stringent United States Department of Homeland Security (DHS) regulations. Students may receive consulting about regulations from a designated school official (DSO) or from the Director of Records.

**Personal Counseling** Living in a new environment of an unfamiliar country may cause students to experience stress which can interfere with academic success. Student Services Office provides confidential, personalized help in referral assistance to professional counselors for students experiencing emotional difficulties.

**Counseling for Academic Problems** Provost, faculty members, and the Dean of Students provide academic counseling, including program planning and selection of courses leading to graduation. Student Services Office provides counseling for students in academic difficulty in cooperation with the Dean and faculty advisors. Every effort is made to assist students in identifying and resolving areas of difficulty.

**Student Health Insurance** All international students who enter the University must carry student health insurance. A fee in the range of \$700 – \$1,200 (prices in 2017, contingent upon the age of the insured) may cover the cost of insurance for one full academic year. Students who are covered by other appropriate health insurance plans valid in the Bay Area, and who can supply appropriate documentation as a proof of the insurance, may be exempted from the student health insurance purchase requirement.



**Events** The Student Services Office encourages students to learn and exchange ideas and perspectives. Academic events develop the growth of students' knowledge and experience. Lectures by recognized authorities are held at various times throughout the academic year and are sponsored by the student government. Social events help to expand the students' network of contacts.

**Student Government** The Lincoln University Student Association (LUSA) provides a forum for the free exchange of ideas. The LUSA is composed of representatives of the various ethnic organizations on campus, as well as at-large members and officers elected by the student body every Fall Semester. The LUSA represents the students in matters of self-government and problems of mutual interest to the student body and the University. Its purpose is to initiate student activities and to help promote the student's welfare on the campus.

**Student Activities & Tours** The LUSA and other organizations on campus are constantly striving to develop and present varied activities which will meet the students' social, cultural, and academic needs. Student parties are given at selected times, especially during holiday periods and at the end of the terms. These activities also help highlight the attention of the university on its students' individuality. Various on-campus organizations and academic departments conduct student tours in order to get acquainted. Tours include excursions to cultural, social, and educational institutions in the San Francisco Bay Area. The university's annual ski trip to Lake Tahoe, graduation cruise party, Lincoln Olympics and tours around San Francisco are examples of the activities.

The student lounge is designed as a recreational area equipped with a pool table, table tennis, foosball, and TV sets.





## HOUSING

Lincoln University offers student-housing options. Currently, the university provides affordable shared apartments in the city of Alameda. Alameda is a safe community located on an island south of downtown Oakland. The rent for a shared apartment ranges from \$500 to \$600 monthly per person. These apartments are not owned by the University; however, are maintained and furnished by it. The monthly rent includes utilities, high-speed internet, and renter's insurance. The apartment complex offers controlled access, a pool, fitness center, laundry facilities, and is located near a bus stop with a short commuting distance to Lincoln University.

Some students choose to utilize housing websites and independent rental agencies and find apartments by themselves, share them with other students, or live with relatives or friends. The rent for shared housing ranges from about \$400 to \$700 per person, and a single studio apartment starts around \$900 per month. The Student Services Office (SSO) posts notices about current rental options on a housing board and refers students to various sources of temporary housing until students acquire their own accommodations.

Students wishing to stay in university student-housing are strongly encouraged to contact Housing Office at [housing@lincolnuca.edu](mailto:housing@lincolnuca.edu).

### Estimated Cost of Accommodation in Oakland

Bed Room	Estimated Cost*	Maximum Persons
One	\$1,700 – \$2,000	3
Two	\$2,100 – \$2,400	5
Three	\$2,500 – \$2,700	7

\*Note: Prices are subject to change without notice.



Living Room



Kitchen



Kitchen and Dining Area



Bedroom

*Note: These images are samples of what the rooms would look like after being furnished. Students can furnish their rooms according to their taste and desire.*





# GENERAL REQUIREMENTS

High school graduation or its equivalent is a prerequisite to enter all programs at Lincoln University. To apply for admission to the university, the prospective student should submit the following items to the Admissions Office:

- ✓ The "**Application for Admission**" form and a **passport-size photograph**
- ✓ A **non-refundable** application fee of \$75.00
- ✓ Original **high school diploma**, or an equivalency certificate for a secondary education attestation accompanied with the **official transcripts**; or their notarized copies; or other documentation to prove high school graduation or its equivalent\*
- ✓ **Official transcripts** from each postsecondary program from which applicants wish to transfer credits, for applicants who attended other colleges or other postsecondary educational programs
- ✓ A **one-page essay** to explain the applicant's interest in a Lincoln University program
- ✓ A **resume** with summary of all work, extracurricular activities, and educational history of the applicant (graduate degree only)
- ✓ A **photocopy of an identification document** (e.g. Passport)

## PROGRAM REQUIREMENTS

### BACHELOR OF ARTS IN BUSINESS ADMINISTRATION (BA)

- ✓ ***A grade point average (GPA) of 2.0 (C) or better (on a 4.0 scale) on the high school graduation transcripts, or on the GED test, or an equivalent test***

Applicants whose academic backgrounds do not appear to meet the GPA requirement for admission will be reviewed by the Admissions Committee for conditional acceptance and will be considered for admission to a regular undergraduate status after completing a minimum of twelve units of coursework with an overall grade point average of 2.0 or better. If the student falls below 2.0 at the end of the first term, he/she may continue on conditional status for one additional term, after that the student missing the standard should be suspended for one term, or expelled.

## MASTER OF BUSINESS ADMINISTRATION (MBA)

- ✔ A bachelor's degree or its equivalent with a grade point average (GPA) of 2.7 (B-) or better on a scale of 4.0.
- ✔ **The Graduate Management Admission Test (GMAT) or Graduate Record Examination (GRE) is not required for admission to the MBA program**, however, prospective graduate students are encouraged to take the test either before admission or during the first year of graduate study.
- ✔ **Conditional admission** to the program may be granted to an applicant with a GPA between 2.0 and 2.6, and is based on the students' personal statement, letters of recommendation, and detailed review of his/her prior academic transcripts. Applicants with GPA 2.5 and 2.6 who receive the conditional admission are required to achieve a GPA of at least 3.0 in the first nine units of work in the MBA program. A student achieving this academic record will have the conditional status removed. Otherwise, the student is subject to dismissal after the first term of enrollment. Applicants with a GPA in a range of 2.0 - 2.5 will be considered for admission to the regular graduate status after completing courses necessary to improve their GPA. A minimum of nine units of undergraduate or graduate level foundation courses with a GPA of 3.2 or better is required. Based on extra curriculum academic results, the Provost may grant a student the regular graduate status before achievement of the GPA requirement. In support, the student may submit letters of recommendation, GMAT or GRE scores, summary of work experience, research projects, or publications.

## MASTER OF SCIENCE (MS)

- ✔ A bachelor's degree or its equivalent with a grade point average (GPA) of 2.7 (B-) or better on a scale of 4.0.
- ✔ Two letters of recommendation (this requirement is waived for applicants having received Lincoln University MBA degree), one of which is from a faculty member who can attest to their academic qualifications for graduate study and the second letter may be either an academic or business professional recommendation.
- ✔ An official GMAT score of at least 500 or an equivalent GRE score (this requirement is waived for applicants having a master's degree with a GPA of 3.2 or above).
- ✔ **Conditional admission** to the MS programs may be granted to an applicant who does not satisfy the requirements stated above at the time of application. Deficiencies in all requirements should be removed during the first term of study and after that, the conditional status will be removed. Otherwise, the student is subject to dismissal after that term of enrollment. Applicants who receive a conditional admission and GPA 2.5 and 2.6 are required to: a grade point average of 3.2 or above during their first term (9 units minimum) of the program, or (2) achieve at least a GPA 3.1 during the first term and submit a required result of GMAT or GRE. Applicants with a GPA in a range of 2.0 - 2.5 will be considered for admission to the regular graduate status after completing courses necessary to improve their GPA. A minimum of nine units of undergraduate or graduate level foundation courses with a GPA of 3.3 or better is required. Based on extra curriculum academic results, the Provost may grant a student the regular graduate status before achievement of the GPA requirement. In support, the student may submit letters of recommendation, GMAT or GRE scores, summary of work experience, research projects, or publications.



## DOCTOR OF BUSINESS ADMINISTRATION (DBA)

- ✓ The application statement with the applicants' objectives for seeking a doctorate in business including intellectual curiosity, interest in pursuing academic research, and relevance of their academic, research, or professional experience and future career.
- ✓ Three letters of recommendation (this requirement is waived for students having received Lincoln University MBA degree): the letters should evaluate the applicant's capacity to do research and successfully complete the requirements of the DBA program.
- ✓ A bachelor's degree from an accredited educational institution, with a cumulative grade point average of 3.0 or above on a scale of 4.0.
- ✓ A GMAT (550 minimum score) or GRE (1000 minimum score) is required. This requirement is waived for applicants having a master's degree with a GPA 3.3 or above.
- ✓ Applicants from schools where English is not an official educational language should provide results of TOEFL with a minimum score of 550 (paper-based) or equivalent results of other recognized English language tests, or earn proper results of the English test on campus.
- ✓ **Conditional admission** to the Lincoln University Doctor of Business Administration program may be granted to an applicant who shows high promise but does not satisfy the requirements stated above at the time of application. Determination of high promise can be made by the Provost and is based on the applicant's personal statement, letters of recommendation, GMAT or GRE scores, or review of his/her prior academic transcripts. Deficiencies in all requirements should be removed during the first term of study and after that, the conditional status will be removed. Otherwise the student is subject to dismissal after that term of enrollment. Students missing a GMAT or GRE minimum score necessary for full acceptance and not having a GPA 3.3 in the master's degree are required to (1) achieve a grade point average of 3.5 or above during their first term (9 units minimum) of the program, or (2) achieve at least a GPA 3.3 during the first term of the program and submit a required result of GMAT or GRE.





# INTERNATIONAL STUDENT ADMISSION REQUIREMENTS

- ✔ An “**Applicant’s Declaration of Finances**” form and a “**Sponsor’s Affidavit of Support**” form with a bank statement or a verification letter from an officer of the bank or other financial institution giving the present balance, which must equal or exceed the amount required for one year of study (**\$20,065**).
- ✔ **English proficiency** with a minimum level of TOEFL scores or equivalent results of other recognized English proficiency tests approved by the university’s English Department (for applicants from countries or previous schools where English is not an official educational language).
  - **Undergraduate programs:** 61 (internet-based) or 173 (computer-based) or 500 (paper-based)
  - **MBA program:** 71/195/525
  - **MS and DBA programs:** 79/213/550

If test results are not available, English proficiency will be evaluated on campus or online. For proper students’ placement, the University uses the following tests: a) Michigan Test of English Language Proficiency (MTELP), b) Comprehensive English Language Test Structure (CELT-SA), c) Comprehensive English Language Test Listening (CELT-LA), d) a composition writing, and e) a personal interview. (in some cases may be conducted by Skype). These tests will be scheduled at Lincoln University prior to registration.

- ✔ **A photocopy of the passport** or equivalent document.
- ✔ All the **necessary documents** must be **accompanied by notarized English translation**.
- ✔ All international students are required to carry student health insurance. A fee in the range of \$700 – \$1,200 (prices in 2017, contingent upon the age of the insured) may cover the cost of insurance for one full academic year. Students in need of medical attention can consult with Student Services Office for referral to an appropriate medical facility. Students who are covered by other appropriate health insurance plans valid in the Bay Area, and who can supply appropriate documentation as a proof of the insurance, may be exempted from the student health insurance purchase requirement.

A foreign applicant who is applying from within the United States is required to submit the following items, in addition to the above documents:

- A photocopy of the I-94 Arrival-Departure record and the U.S. visa.
- A photocopy of all relevant documents from schools previously attended in the United States, including official transcripts of all academic work taken there.



# TUITION

APPLICATION FEE (non-refundable)	\$75
<b>Tuition</b>	
MATH 5 and ENG 2-9	\$300 per unit*
BA 10-299, DI 10-199 and general education courses	\$435 per unit*
BA 300-499 and DI 200-299	\$450 per unit*
BA 500-599	\$540 per unit*

## Refundable Fees

Computer Lab Fee	\$30 per term
Instructional Materials Fee	\$25 per term
Diagnostic Imaging Lab Use Fee	\$50 per lab unit
Publication Fee	\$10 per semester
Library Fee	\$50 per semester

## Non-refundable Fees

Registration Fee	\$50 per term
Student Body Activities Fee	\$30 per semester
Student Identification Card	\$15 first and for each replacement
Late Registration Fee (Charged after the official registration days): a) Returning Students b) New Students	\$60 per term \$20 per term
Returned Payment Fee	\$40 per transaction
Change in Registration Fee/Late Fee (after official date)	\$20/\$50 per transaction
Change of Program or Concentration Fee	\$70 per transaction
Deferred Payment Fee	\$50 per note
Deferred Payment Adjustment Fee/Late Payment Fee	\$25/\$35 per transaction
Externship Insurance Fee	\$10 per unit
Health Insurance Plan (estimate)	\$700 – \$1,200 per year
Diploma and Transcript Fee/Diploma Replacement Fee	\$75/\$75 per application
Commencement Ceremony Fee: Before/After the Deadline	\$100/\$200 per application (optional)
Verification Letters (optional)	\$20 per letter
English Placement Test Fee	\$20 per test
MBA Comprehensive Exam Retake Fee	\$450 per retake
DBA Qualifying Exam Fee	\$540 per attempt
DBA Dissertation Defense Retake Fee	\$540 per retake
Pre-application Transcripts Evaluation Fee (optional)	\$75 per evaluation
Airport Pickup Fee (optional)	\$85 per trip
Housing Placement Fee (optional)	\$80 per placement
Past Due Balance Interest	0.05% of the balance per day
Wire Transfer Fee: In/Out	\$16/\$45 per transaction
International Credit Card Convenience Fee	\$10 per transaction
Foreign Bank Check Fee (including Foreign Money Order)	to be determined
Withdrawal Processing Fee	\$95
Enrollment Cancellation Fee	\$500

*Details of non-refundable fees are described on each procedural form.*

*Students are responsible for all bank charges and fees related to their payments.*

*\*The University reserves the right to change tuition and fees without notice. Term is a semester or a summer session.*

# HOW TO APPLY

**Please refer to the following information on how to apply and make a payment by wire transfer:**

- ✓ Complete the application form and send it along with other required documents to the address provided on the application form
- ✓ There is a banking charge of \$16 when you send the application fee by wire transfer, so please send \$91 per application to the following account:

Beneficiary: Lincoln University  
Bank Name: Wells Fargo Bank, N.A.  
Bank Address: 1221 Broadway,  
Oakland, California 94612, USA.  
SWIFT Code: WFBUS6S  
ABA-RTN (Routing Number) :  
121042882  
Account Number: 1863521488  
<Applicant's Name>

## REFUND POLICY

**Students who withdraw before 75% of the term is completed** may be eligible to receive refunds for a part of the tuition and some fees. Refunds will be made within 30 days of official withdrawal, or 30 days of the date of the last day of attendance.

**Students who cancel the registration and withdraw from the university on or before the first class session or the 7th day after the classes begin**, whichever is later are eligible for the full refund of the term charges less withdrawal processing fee of \$95.

All Term Charges - \$95 = Refund Amount

**Students who withdraw from the university after the second class session or the 14th day after the classes begin**, whichever is later but before completion of 75% of the term are entitled to a refund on a prorated basis less the withdrawal fee of \$95.

$(\text{Refundable Fees and Tuition}) \times (\text{Hours Left to be Completed} / \text{Total Term Hours}) - \$95 = \text{Refund Amount}$

In case of program changes, students' dropped or withdrawn course units of credit must be compared to added courses' units to determine if a refund is due. If due, the refund amount would then be determined on a prorated basis.

$(\text{Net Change of Program}) \times (\text{Hours Left to be Completed} / \text{Total Term Hours}) = \text{Refund Amount}$

If the University cancels or discontinues a course, students will receive a full refund of all tuition and applicable fees for that course.



# TRANSFER OF CREDITS

We welcome applications from the students who have attended other colleges and universities.

Student who wish to transfer credit to Lincoln University must submit all official transcripts from all university courses he/she has taken must be submitted and the student must be in good standing at the school(s) previously attended.

The awarding of credits for coursework completed at any other institution is at the sole discretion of Lincoln University. The credits earned more than 10 years before the application to Lincoln University cannot be transferred. Additionally, Lincoln University does not imply, promise, or guarantee that any credits earned at the University will be transferable or accepted by any other institution.

## SCHOLARSHIPS

### The Board of Trustees Scholarship

Entering and continuing students with superior academic records are eligible to apply for a Board of Trustees Scholarship. This scholarship is awarded from funds provided by the University. The Board of Trustees Scholarship is credited to the student's account covering up to two terms' full-time tuition. Miscellaneous fees for these terms will be borne by the student. The application procedure involves submission of transcripts, a Scholarship Application Form, two letters of recommendation, and a brief essay. The awards will be given on the basis of academic excellence and potential to become an outstanding student at Lincoln University. Students must submit a completed application form and all required documentation at least one month before the beginning of a term. The university Scholarship Committee will interview applicants, select winners and announce them before the term begins.

### The Leadbetter Scholarship

Through a generous contribution of Judge Phillip and Mrs. Ruth Leadbetter, a scholarship fund in their name has been established. A scholarship of \$500 is awarded to a selected student who is entering the senior year of the Lincoln University undergraduate program. The application procedure is the same as above.

### Other Scholarships

Lincoln University administration may establish special scholarships from the university funds to selected students based on need. Private scholarships from organizations or individuals given to selected students are accepted and welcome. They are kept on the university account as restricted funds.



# STUDENTS TESTIMONIALS

## Watsamon Lagasong

Thailand  
DBA Candidate  
Started: 2014

"I earned an MBA from Lincoln University and currently pursuing a DBA degree with concentration in Finance and Investments. The professors here have professional experience and serve as role models, guiding us throughout the learning process. LU is definitely a place of cultural diversity, which is an added benefit of studying here. You will get to know amazing people and learn about the ,



cultures from all around the world. The faculty and staff are always very supporting, caring, and there to help

you find your way and make it all happen."

## Mteule Nkomo

Tanzania  
MBA Candidate  
Started: 2015

"I enjoy the teaching style of professors at Lincoln University and the professors encourage class discussions around real cases at work environment. Class projects also encourage skills advancement in group cooperation and decision making, which then foster team building at work places. The MBA degree at Lincoln University is designed to develop broad managerial competencies across wide variety of business situations. Comparatively, tuition



fee is also relatively cheaper. Lincoln University is truly a global school, enrolling students from almost all the continents in the World, being the only student from

Tanzania in my intake; I enjoy the diverse culture with different backgrounds."

## Martina Bergamini

Italy  
MBA Candidate  
Started: 2016

"Flexibility and quality of lectures are two of the best aspect of Lincoln University that impressed me. Thanks to the flexibility offered by the course schedule, I was able to enroll as a full time MBA student and also work part-time at the university. Meanwhile lectures are taught by professors who have meaningful professional experience in the business sector as well as in the academic ones. Here at Lincoln University, students are encouraged to challenge themselves



to reach their highest potential and their goals while walking on the path of a successful career."

# INSTRUCTORS

## Dr. Michael A. Guerra

Associate Professor of  
Business Administration &  
Leadership Studies

30 years experience in local government management

"Professors at Lincoln University are not only educators but also coaches in the sense that they encourage students to pursue business ideas and further develop their knowledge in their fields of interest. After graduating from Lincoln University, many of my students have become successful entrepreneurs while others have become solid professionals in their fields."



## Dr. Tesfaye Ketsela

Associate Professor of Business  
Administration & Human  
Resources

20 years of teaching experience

"In terms of its diversity, Lincoln University is one of the few institutions where you will find students, faculty and administrative staff from various parts of the world. The exchange of and appreciation for different cultures and ideas are encouraged so that students have the opportunity to develop and expand their perspectives about the global realities of our time without which the learning process can hardly be complete and wholistic."



## Dr. Marshall J. Burak

Professor of Business  
Administration & Finance

35+ years of experience in strategic planning and finance

"At Lincoln University, an instructor is able to draw on the unique backgrounds and experiences of the international student body and clearly illustrate the distinct challenges in operating a global as opposed to a domestic business. Diversity also enables me as an instructor to focus on management's need to carefully consider the advantages and challenges of working with an employee base that is both culturally and ethnically diverse."



# LINCOLN UNIVERSITY FACULTY LIST

Name (Last, First)	Degree — Institution (Major)	Course(s) Teaching	Other Duties
Aityan, Sergey	BS — Moscow State University, Russia (Applied Math/Economics) MBA — Lincoln University, CA PhD — Russian Academy of Sciences, Russia (Chemistry) ScD — Moscow State University, Russia (Physics) Certificate (Finance Management and Economics)	Managerial Economics, Business Research Methodology, Advanced Systems Analysis and Design, Investment Science, Investment (The Stock Market), International Securities and Foreign Exchange, Business Strategy and Decision-Making, Principles of Economics II, Physical Science	Director of Multidisciplinary Research Center
Bergerud, Eric	BA — University of Minnesota, MN (Humanities) PhD — University of California Berkeley, CA (History)	Introduction to International Business, Political and Legal Aspects of International Business, World History, United States Government	None
Bogue, Pete	BA — Saint Martin's University, WA (Sociology) MEd and EdD — Seattle University, WA	Human Resources Management, Organization Behavior and Administration, Personnel Management, Industrial and Organizational Behavior	None
Brodsky, Mikhail	BS — Moscow State University, Russia (Mathematics) PhD and ScD — Russian Academy of Science, Russia (Applied Mathematics)	Statistics	President, Chief Executive Officer
Burak, Marshall	BS — University of California, Los Angeles, CA (Finance) MBA — University of California, Los Angeles, CA (Finance/Management) DBA — University of Southern California, CA (Finance)	Business Strategy and Decision-Making, Finance Management	Provost
Dhillon, Harpal	BS — Oklahoma State University, OK (Industrial Engineering & Management) PhD — University of Massachusetts, MA (Operations Research & Systems Engineering)	Operations Management, Management Information Systems, Project Management, Advanced Systems Analysis and Design	Director of Accreditation Compliance & Quality Assurance
Germann, Ken	BA — University of California, Berkeley, CA (Political Science) JD — University of San Francisco, CA (Law) MBA — Pepperdine University, CA (Business)	Marketing Management, Human Resources Management, International Management, Personnel Law, Introduction to Business, Legal Foundations of Business	Chairman of International Business Department
Guerra, Michael	BS — University of San Francisco, CA (Organizational Behavior) MBA — University of San Francisco, CA (Human Resources & Organization Development) EdD — University of San Francisco, CA (Organization and Leadership)	Personnel Management, Human Resources Management, Import-Export Management, Principles of Import and Export Management	Administrative Vice-President
Hess, William	BS — Purdue University, IN (Mathematics), MA — Ball State University, IN (Business/Economics) PhD — International University of America, CA (International Business)	Survey of Business Foundations, Marketing Management, Human Resources Management, Introduction to Business, Services Marketing	Dean of Students
Hibshoosh, Aharon	BA — Hebrew University of Jerusalem, Israel (Economics and Statistics) PhD — University of California, Berkeley, CA (Business Administration)	Marketing Management, Quantitative Methods for Business and Finance Management, Marketing, Quantitative Analysis	Chairman of Marketing Management Department
Himelfarb, Igor	BA — California State University, Northridge (Psychology) MA — California State University, Northridge (Education Psychology) MA — University of California, Santa Barbara (Statistics) Phd — University of California, Santa Barbara (Research Methodology)	Statistics, Marketing Management, Business Research Methodology, Consumer Research, Organizational Behavior and Administration	Institutional Research Coordinator
Ketsela, Tesfaye	BS — Haile Selassie I University, Ethiopia (Agro-economics) MS — University of Wisconsin, WI (Continuing and Vocational Education) PhD — University of Wales, UK (Educational Administration)	International Management, Organization Behavior and Administration, Human Factors in Small Businesses	None
Mania, Khatia	MD — People's Friendship University, Moscow, Russia (Internal Medicine)	Human Biology, Medical Terminology, Anatomy and Physiology, Ultrasound Principles and Protocols, ECG and Arrhythmias Interpretation, Peripheral Vascular	Director of Diagnostic Imaging Programs
Nguyen, Chris	BS, MS, and PhD — Kyoto University, Japan (Physics)	Physical Science, Physical Principles of Ultrasound, ECG and Arrhythmias Interpretation	None
Samson, Allan	BA — University of Illinois, Urbana-Champaign, IL (Civil Engineering) MA — University of Hawaii, HI (Economic Development) PhD — University of California, Berkeley, CA (Political Science) JD — University of San Francisco, CA (Law)	Ethics of Business Management, Political and Legal Aspects of International Business, Leadership Development, Business and Society	None



## ACADEMIC CALENDAR

### FALL 2017

Semester begins; placement tests	August 16
Academic advising and registration	August 17-18
Classes begin	August 21
Orientation	August 25
Labor Day (Holiday)	September 4
Last day classes may be added/dropped without academic penalty	September 5
Veterans Day (Holiday)	November 10
Fall recess	November 21-25
Classes resume	November 27
Final examinations	December 4-9
Fall semester ends	December 9

### SPRING 2018

Semester begins; placement tests	January 10
Academic advising and registration	January 11-12
Martin Luther King Jr. Birthday (Holiday)	January 15
Classes begin	January 16
Orientation	January 19
Last day classes may be added/dropped without academic penalty	January 30
Presidents' Day (Holiday)	February 19
Spring recess	March 13-17
Classes resume	March 19
Final examinations	May 1-7
Spring semester ends	May 7
Commencement	May 26

SUMMER 2018	
Session begins; placement tests	June 7
Academic advising and registration	June 7-8
Classes begin	June 11
Orientation	June 15
Last day classes may be added/dropped without academic penalty	June 18
Independence Day (Holiday)	July 4
Seven-week summer session ends	July 27

FALL 2018	
Semester begins; placement tests	August 15
Academic advising and registration	August 16-17
Classes begin	August 20
Orientation	August 24
Labor Day (Holiday)	September 3
Last day classes may be added/dropped without academic penalty	September 4
Veterans Day (Holiday)	November 12
Fall recess	November 20-24
Classes resume	November 26
Final examinations	December 3-8
Fall semester ends	December 8



## Notes



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