



**Program Closure of the  
Graduate Certificate in Business Foundations**

**Prepared for the  
Southern Association of Colleges and Schools  
Commission on Colleges**

**March 2025**

**Contact Information:**

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**Coastal Carolina University**  
**Wall College of Business**  
**Program Closure of Graduate Certificate in Business Foundations**  
**Teach-Out Plan**

1. Provide the closure date, defined by SACSCOC as the date when students are no longer *admitted*.

As there have been no new students admitted to this certificate program for at least 10 years, Coastal Carolina University will no longer admit students to the Graduate Certificate in Business Foundations as of August 2025.

2. Provide a communication plan to inform all affected parties of the closure to include:

- a. How each of the following will be informed for the closure:

- i. Current enrolled students: There are currently no enrolled students in this program to notify of the program closure.
- ii. Students with lapsed enrollment (i.e., not current enrolled but recently enrolled): There are currently no students with in-process or lapsed enrollment in this program to notify of the program closure.
- iii. Prospective students: Coastal Carolina University will review communication materials (print and digital) to remove all reference to this program.

- b. How faculty and staff will be informed, viz., admissions and recruiting/marketing staff;

The faculty of the Wall College of Business voted to close this inactive program. As such, there is a high degree of awareness of its planned closure. Staff will be informed of this planned closure during staff meetings to ensure awareness. Communication staff will be asked to examine all communication media to ensure any reference to the program is removed.

- c. How community or industry partners will be informed. If not applicable, provide an affirmative statement to that effect.

No new students have been admitted to this certificate program for at least 10 years. Communication staff will examine all communication media to ensure reference to this program is removed.

3. If the institution is providing options for students to complete at another institution(s), provide copies of all planned communication from the institution and from the teach-out institution(s) related to the closure. All communication must demonstrate the institutions are making accurate statements about students' ability to transfer credits to the teach-out institution(s) and disclose tuition, fees, and other costs at the teach-out institutions(s).

This is not applicable as there are no students enrolled in the Graduate Certificate in Business Foundations; as such, students would not need to complete the coursework at another institution.

4. An explanation of how all affected students will be helped to complete their programs of study with minimal disruption or additional costs.

Due to the Graduate Certificate in Business Foundations having no currently enrolled students or students with in-process or lapsed enrollment in this program, there will be no disruption or additional costs.

5. An explanation of whether the students subject to the teach-out plan will incur additional charges or other expenses because of the teach-out and, if so, how the students will be notified.

There are currently no enrolled students or students with in-process or lapsed enrollment in this program; therefore, no students will not be subject to additional charges or other expenses due to the closure of this program.

6. Copies of signed teach-out agreements with other institutions, if applicable.

Not applicable.

7. A description of how faculty and staff will be redeployed or helped to find new employment.

The closure of the Graduate Certificate in Business Foundations will not result in the redeployment or displacement of any Wall College of Business faculty. The courses offered as part of the program have not been taught for over 10 years. With the passing of time (over 10 years), faculty efforts have been redeployed elsewhere within the Wall College of Business.

## **Graduate Certificate in Business Foundations Curriculum**

The graduate certificate in Business Foundations provides students the opportunity to study business administration at the graduate level. The purpose of the graduate business certificate is to prepare graduates for entrance into the MBA program and exposes students to the functional area of business.

### **Admission to Study**

Applications for graduate study should be directed to the Office of Graduate Studies at Coastal Carolina University.

### **Admission Requirements**

Applicants for regular admission to the Business Foundations Graduate Certificate program must meet the following criteria:

1. Completion of an application form and payment of the application fee.
2. Submission of an official undergraduate transcript from each post-secondary school or college previously attended, including any graduate study previously undertaken.
3. Evidence of having received a baccalaureate degree from a regionally accredited institution in this country or its equivalent at a foreign institution based on a four-year degree with a GPA of 3.0 and completion of the Graduate Management Admissions Test [GMAT].
4. If a non-native speaker of English, provide official results from tests taken within the last three years or one of the following acceptable means of documenting English language proficiency consistent with success in graduate programs (Note that higher scores may be required of some graduate programs so applicants are urged to consult their desired program to identify whether a higher score is required:
  - a. A minimum score of 550 on the paper-based (PBT) or 79 on the internet (iBT) Test of English as a Foreign Language (TOEFL);
  - b. A minimum score of 6.5 on the International English Language Testing System (IELTS) exam;
  - c. Certificate of Completion of level 112 of English for Academic Purposes (EAP) from an ELS Language Center;
  - d. Pearson Test of English (PTE) Academic with a score of 59;
  - e. Cambridge CAE (Certificate of Advanced English) with a minimum level of C1;
  - f. Cambridge CPE (Certificate of Proficiency in English) with a minimum level of C1;
  - g. MELAB (Michigan English Language Assessment Battery) with a score of 77;
  - h. TOEIC (Test of English for International Communication) with a score of 745;
  - i. Bachelor's degree earned from a regionally accredited U.S. institution of higher education within the last three years.

### **Required Courses (17 Graduate Credit Hours)**

- MBA 500 – Accounting and Finance - 4 credits
- MBA 501 – Management and Marketing - 4 credits
- MBA 502 – Statistics and Economics - 4 credits
- MBA 503 – Tools for Business Analysis - 3 credits
- Any Two (2) Credit Hour MBA Class

**R. Wes Hayes, Jr.**  
*Chairman*

**L. Jeffrey Perez, Ph.D.**  
*President and Executive Director*



March 10, 2025

Dr. H. Gibbs Knotts  
Vice President for Academic Affairs and Provost  
Coastal Carolina University  
PO Box 261954  
Conway, SC 29528

Dear Dr. Knotts:

The Office of Academic Affairs and Licensing, under the authority of the South Carolina Commission on Higher Education (CHE), acknowledges the program notification for Coastal Carolina University (3451) to Terminate the Business Foundation Graduate Certificate program (CIP: 52.0101 /Site: 85750) beginning in Fall 2025. The data file will be closed as of August 2025.

Sincerely,

Jessica R. Berry, Ph.D.  
Acting Director, Office of Academic Affairs and Licensing

cc: Dr. Teresa Burns, Associate Provost for Faculty Affairs and Academic Programs



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