

# California State University, Chico

## Online MBA Self-Paced Prerequisite Modules

---

The MBA program has six prerequisite courses. Two of these, financial and managerial accounting need to be completed as credit-bearing courses. However, the MBA program allows students to satisfy four of these prerequisite courses (FIN 307, MKTG 305, MATH 108, and ECON 103) by completing the Peregrine Academic Services leveling courses with a post-test score of 75% or higher. These are non-crediting bearing courses. Students will not be allowed to take FIN 655, MKTG 673, BSIS 610, or OSCM 607 until successfully completing the leveling courses. Students that don't earn a 75% or higher on the leveling course will be required to enroll in the on-campus course(s).

Students should register for the required leveling courses, take the pre-test, read and study the material in the module, and then complete the final post-test. After you have successfully completed the module(s) please email a copy of your completion certificate to the MBA academic advisor, Ms. Nicole Gager, [ngager@csuchico.edu](mailto:ngager@csuchico.edu)

Chico State Course	Peregrine Leveling Course
Survey of Finance (FIN 307)	Foundations of Business Finance
Survey of Marketing (MKTG 305)	Foundations of Marketing
Statistics for Business (MATH 108)	Foundations of Quantitative Research Techniques & Statistics
Principles of Microeconomics (ECON 103)	Foundations of Microeconomics

### STUDENT REGISTRATION INSTRUCTIONS:

1. Select <http://www.peregrineacademics.com/calstatechico>
2. Enter case-sensitive password **CSUC-1001** (*under Self-Registration for Exam Keys*)
3. Select **Proceed with Registration.**
4. Select **your currently enrolled course.**
5. Select **Review Your Selection(s) and Proceed with Registration.**
6. Select **Proceed with Self-Registration.**
7. Enter **the required registration, billing, and credit card information.**
8. Select **Review Registration.**
9. Select **Complete Registration.**
10. Take pre-test, read and study course materials, take post-test.
11. To begin your modules:
  - a. Select the **hyperlink under Course/Exam** heading.
  - b. When finished with the module, save/print completion certificate.
12. **Email a copy of your completion certificate to the MBA advisor at [ngager@csuchico.edu](mailto:ngager@csuchico.edu)**

**NOTE:** These modules are not administered or maintained by the MBA program. Any questions or problems directly related to registering or technical difficulties should be addressed to Peregrine staff at 1-877-260-1555 or by submitting a technical support ticket at <http://peregrineacademics.freshdesk.com/support/tickets/new>.

**Academic Leveling Courses from Peregrine Academic Services**  
**Frequently Asked Questions**

Question	Response
<b>Why am I taking these academic leveling courses?</b>	The purpose of the academic leveling course is to help develop your foundational business knowledge so that you will be more successful with your degree program.
<b>What is the cost of the academic leveling course exams?</b>	The cost per module is currently \$49.00
<b>How do I register for the academic leveling course exams?</b>	Students obtain their exam key by self-registration from a micro-site. 1. Go to <a href="http://www.peregrineacademics.com/calstatechico">http://www.peregrineacademics.com/calstatechico</a> 2. Enter the pass code <b>CSUC-1001</b> . 3. Complete the online self-registration process.
<b>Will I receive university credit for these courses?</b>	No. These courses do not count towards university credit.
<b>How long will I need to complete a module?</b>	It depends on your previous knowledge levels. A good estimate of time is 3-5 hours per module.
<b>How should I prepare for the academic leveling course exams?</b>	You do not need to prepare for the pre-tests because the pre-tests are meant to show you your baseline knowledge level and to help you focus your subsequent learning for weaker areas. Your preparation for the post-tests is by completing the individual modules.
<b>Why am I allowed to take the post-test twice?</b>	The purpose of the post-test is to assess your knowledge and verify understanding of the topic's concepts. The purpose of the module is, however, for your educational benefit. Therefore, you are allowed to take the post-test twice, if needed. If after taking the post-test the first time and you are not satisfied with your score, go back and focus on those areas in the module where you missed questions and then review the information. Then, you are free to take the post-test a second time.
<b>Can I submit my first post-test score if my second post-test score is lower than the first?</b>	No. If you choose to take the post-test a second time, then it will be that score that you will use for the module. Therefore, if you choose to take the post-test a second time, be sure to do as well and hopefully better the second time.
<b>Are the questions the same between the pre-tests and the post-tests?</b>	Every exam is unique, representing a random selection for a large database of questions. The types of questions will be the same between the pre-tests and post-tests; however, the exact questions may be different.
<b>What do I need to access the academic leveling course exams?</b>	You will need a computer with Internet access. No other plug-ins are required. We recommend that you use Chrome or Firefox as your Internet browser.

## Academic Leveling Courses from Peregrine Academic Services

Question	Response
<b>How do I start the academic leveling course exams once I am registered for the exams?</b>	At the conclusion of the self-registration process, a list of the hyperlinked modules will be displayed. When you click the hyperlink(s), your web browser will open to the appropriate module. You can access all the academic leveling course modules by using the e-mail sent to you upon completion of the self-registration process. This e-mail also has a hyperlink to take you to the corresponding module(s).
<b>I know I am registered, but I never received the email.</b>	Please check your SPAM or JUNKMAIL folder for the e-mail from Peregrine Academic Services or visit the link below to have your access link(s) resent.  <a href="http://www.peregrineacademics.com/home/exam-access-key-retrieval">http://www.peregrineacademics.com/home/exam-access-key-retrieval</a>
<b>I have the e-mail, but how do I access the academic leveling course exams site?</b>	Click on the hyperlink(s) included within the email you received. Each hyperlink directs your Web browser to the appropriate site.
<b>How much time do I have to take the academic leveling course exams?</b>	Each module is open for two years. However, you should refer to your MBA advisor for any completion requirements. Generally, the MBA program wants a student to complete the modules before taking graduate classes.
<b>Am I allowed to take breaks during the academic leveling courses?</b>	Yes, you are able to log in and out of the modules as often as you would like. You can only take one break during the pre-test or post-test.
<b>What if I need to stop during the exams?</b>	You have 3 access attempts to each exam, and are allowed to stop during an exam and restart at a later time. If you do stop the exam and restart later, you will resume the exam at the next question from where you ended the previous session. You will consequently miss the question you were on. You cannot go back and review previously answered questions. In other words, the ability to exit the exam and return is only to allow for internet connectivity issues, not for breaks.
<b>How many questions are on the academic leveling course exams?</b>	There are 20 questions in each exam. Each exam covers an individual CPC module.  Exam questions are multiple choice and True/False.
<b>How much time is allowed to answer each question?</b>	You are allowed 5 minutes to answer each question. You will see the time remaining on the screen for each question during the exam.

## Academic Leveling Courses from Peregrine Academic Services

Question	Response
<b>Can I “back track” during the exams?</b>	No, you will not be able to go back to a question if you decide to skip it. You need to do your best to answer each question within the allotted time. Otherwise, it will be graded as 0 points.
<b>Is the grade weighting the same for an unanswered question versus a question answered incorrectly?</b>	Yes.
<b>Will I see my score at the end of the exam?</b>	Yes, your certificate will show the total score and the topic scores.
<b>Do I need to earn a particular score on the post-tests?</b>	Yes. To satisfy the prerequisite requirements with the modules, students must score a 75% or higher on the post test. Students that do not score a 75% or higher on the post test will be asked retake the module (incurring an additional \$49 charge)
<b>How do I print or save my completion certificate?</b>	After completing the exam, you will be asked to view and save your certificate. A link to download the exam completion certificate will also be automatically e-mailed to you at the end of the exam.
<b>How should I submit the certificate to my MBA advisor?</b>	Print and/or e-mail the completion certificate to your MBA advisor <a href="mailto:kchapman@csuchico.edu">kchapman@csuchico.edu</a> .
<b>I forgot to save my completion certificate when I finished the academic leveling course exams.</b>	Look for the e-mail with the link to download the completion certificate.
<b>How can I find out which tests I’ve completed or not?</b>	You can use the hyperlink(s) to access the courses and review your progress through the sections and exams.