

**B.S. in BUSINESS ADMINISTRATION
GENERAL BUSINESS EMPHASIS
Suggested Four-Year Schedule
2013-2014 Catalog**

Student:

Date:

Advisor:

Bear ID:

The Bachelor of Science in Business Administration degree requires a minimum of **120 hours** which includes: **60 hours of Business** coursework (**33 hours of Business Core**, **24 hours of Emphasis** courses and **3 hours of Business Elective** courses) and **60 hours of Non-Business** coursework which includes a minimum of **40 Non-Business hours designated as Liberal Arts Core (LAC)**. BA 150 (LAC 3c), BA 251 (LAC 7), and/or BACS 101 (LAC ELCT) may count as part of the 60 hour requirement for Non-Business coursework.

YEAR ONE			Sem. Hrs.
BACS 101	*(LAC ELCT) Business Computing		3
ENG 122	(LAC 1a) College Composition		3
	(LAC 3 - Arts & Humanities)		3
	(LAC 7 - International Studies)		3
ECON 205	(LAC 5a) Principles of Microeconomics		3
MATH 124	(LAC 2) College Algebra		4
	(LAC 6 - Sciences) (with Lab)		4
PSY 120 or SOC 100 or PSY 265	(LAC 5c) Principles of Psychology or (LAC 5c) Principles of Sociology or (LAC 5c) Social Psychology		3
	(LAC 4 - History)		3
	Non-Business Elective		1
Total			30

YEAR TWO			Sem. Hrs.
ENG 123	(LAC 1b) College Research Paper		3
BAAC 220	Principles of Accounting I		3
MATH 176	Topics in Calculus		3
ECON 203	(LAC 5a) Principles of Macroeconomics		3
BAAC 221	Principles of Accounting II		3
BAFN 231	Legal Environment of Business		3
BAFN 291	Business Statistics I		3
COMM 100	Basics of Public Speaking		1
COMM 101	Speaking Evaluation		2
	(LAC 6 - Sciences)		3
	(LAC 3 - Arts & Humanities)		3
BA 299	Professional Experience		0
Total			30

YEAR THREE			Sem. Hrs.
BAFN 305	Intermediate Business Stats		3
BAFN 370	Business Finance		3
BACS 300	Information Systems		3
BAMG 350	Management of Organizations		3
BAMK 360	Marketing		3
BAAC 320 or BAAC 323	Intermediate Accounting I or Cost & Managerial Accounting I		3
BAFN 332	Business Administration & the Law		3
BAMG 354	Organizational Behavior		3
BAMK 368	Marketing Analysis & Research		3
	(LAC 8 - Multicultural Studies)		3
Total			30

YEAR FOUR			Sem. Hrs.
BAMG 456	Strategic Management		3
BAFN 470	Financial Management		3
BAFN 340	Principles of Risk & Insurance		3
BAMG 353 or BAMG 451	Human Resource Management or Managing New Business Ventures		3
BAMK 464	Global Marketing Strategies		3
BAFN 390	Operations Management		3
	Business Elective: Take three (3) semester credit hours from: BA 205, BACS 200 or any 300/400 level course from any emphasis that is not counted in the Business Core, Required Emphasis, or Required Emphasis Electives. (BAAC 301, BAFN 302 and BAMG 356 may not be used.)		3
	Non-Business Elective		3
	Non-Business Elective		3
	Non-Business Elective		3
Total			30

Non-Bus. hrs. completed		LAC hrs. remaining		Non-Bus. hrs. remaining		Total Non-Bus. hrs. remaining	
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***If a student fulfills the BACS 101 requirement by successfully passing the Computer Proficiency Exam, the student will choose an alternative 3 semester hours of Non-Business Elective credits in order to reach the 120 hours required for graduation.**

Computing Proficiency Exam: The College maintains a computing proficiency requirement as a prerequisite to certain business courses. It is expected that most students will demonstrate this proficiency as they enter the program. All students may demonstrate this competency through: a.) passing a stand-alone proficiency exam or; b.) completing an integrated proficiency exam and earning a satisfactory grade in BACS 101 Business Computing. To sign up for the exam, go to the following address: <http://www.mcb.unco.edu/Technology/CPE/>.

A student must attain a 2.0 or greater cumulative Business GPA, and at least a "C-" grade in each individual Business Administration Core course. A student who has attempted at least nine UNC credits in Business Administration courses must maintain a 2.0 grade point average in all Business courses. The following Business courses do **not** count in the Business GPA: BA 180, BAFN 240, BAMK 260, BAAC 301, BAFN 302, and BAMG 356.

UNC's Grade Replacement Policy may be applied to Business courses during the student's undergraduate academic career. Please see <http://www.unco.edu/regrec/Current%20Students/Grades/Gradereplacement.html> for details.

Note: Some students may qualify to apply for admission to a Business major or minor. These students include: Transfer students with at least 15 hours with a cumulative GPA of 2.5-2.99 and UNC students who have completed 15 hours with a cumulative UNC GPA of 2.5-2.99. Students may apply with the administrative assistant in the department of their choice of emphasis located in Kepner Hall.

MCB COURSE PREREQUISITES: 2013-2014 CATALOG

Students must meet course prerequisites as stated in the current UNC catalog.
Check the catalog each semester you register to make certain you meet requirements.

BUSINESS CORE: 33 hours total

Take all courses in the following list. A grade of "C-" or better is required in each course.
A student may transfer a maximum of 12 semester credit hours of the Business Core to UNC.

Course #	Course Titles	Prerequisites	Prerequisite Course Titles/Notes
BA 299	Professional Experience	Consent of instructor Business Majors only	
BAAC 220	Principles of Accounting I	BACS 101 or CPE At least 24 credit hours completed	Business Computing (may be taken concurrently)
BAAC 221	Principles of Accounting II	BACS 101 or CPE BAAC 220 Sophomores or above	Business Computing Principles of Accounting I with a minimum of "C-"
BAFN 231	Legal Environment of Business	None	
BAFN 291	Business Statistics I	BACS 101 or CPE MATH 124	Business Computing (may be taken concurrently) College Algebra
BACS 300	Information Systems	BACS 101 or CPE or CS 101 Business Majors/Minors & SE Majors only Juniors or above	Business Computing Introduction to Computer Science
BAFN 305	Intermediate Business Statistics	BACS 101 or CPE BAFN 291 MATH 176 or MATH 131 Business Majors/Minors only Juniors or above	Business Computing Business Statistics Topics in Calculus Calculus I
BAMG 350	Management of Organizations	Juniors or above	
BAMK 360	Marketing	ECON 205 Juniors or above	Principles of Microeconomics (may be taken concurrently)
BAFN 370	Business Finance	BAAC 221 BAFN 291 ECON 203 ECON 205 Juniors or above	Principles of Accounting II Business Statistics I Principles of Macroeconomics Principles of Microeconomics
BAFN 390	Operations Management	BACS 101 or CPE BAFN 291 Business Majors only Juniors or above	Business Computing Business Statistics I
BAMG 456	Strategic Management	BAFN 305 BAFN 370 BAMG 350 BAMK 360 Business Majors only Senior standing	Intermediate Business Statistics (may be taken concurrently) Business Finance Management of Organizations Marketing

General Business Emphasis: 24 semester credit hours total

Must be a Business major and a Junior or above.
A maximum of 9 semester credits in 300/400-level Required Emphasis Credits and Elective Emphasis Credits and Business Electives can be transferred from other four-year institutions.

Required Emphasis Courses

Take all courses in the following list. A grade of "C-" or better is required in each course.
A cumulative GPA of 2.00 or better must be earned in the Required Emphasis Credits and
Elective Emphasis Credits categories in order to count towards graduation.

Course #	Course Titles	Prerequisites	Prerequisite Course Titles/Notes
BAAC 320 or BAAC 323	Intermediate Accounting I or Cost and Managerial Accounting I	BAAC 221 BAAC 221	Principles of Accounting II with a minimum of "C-" Principles of Accounting II with a minimum of "C-"
BAFN 332	Business Administration and the Law	BAFN 231	Legal Environment of Business
BAFN 340	Principles of Risk & Insurance	Juniors or above	
BAFN 470	Financial Management	BAFN 370	Business Finance with a minimum grade of "C-"
BAMG 353 or BAMG 451	Human Resource Management or Managing New Business Ventures	BAMG 350 BAMG 350 BAMK 360 BAMG 355 BAFN 370	Management of Organizations Management of Organizations Marketing Fundamentals of Entrepreneurship Business Finance (may be taken concurrently)
BAMG 354	Organizational Behavior	BAMG 350	Management of Organizations
BAMK 368	Market Analysis & Research	BAFN 291 BAMK 360	Business Statistics (may be taken concurrently) Marketing
BAMK 464	Global Marketing Strategies	BAMK 360	Marketing

Note: With the written approval of the Dean, students may make the following course substitutions:

- Students may substitute a senior-level Special Topics course for a required emphasis course with the same prefix.
- Students with a 3.0 or higher grade point average may substitute BAMG 407/BAMK 407 Small Business Counseling for any approved BAMG or BAMK required emphasis course.
- BA 495 Special Topics or any Executive Professor class may be substituted for a General Business elective.