

**GENERAL BUSINESS EMPHASIS**  
**Suggested Four-Year Schedule**  
**2012-2013 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<br>SOC 100 or<br>PSY 265 | (LAC 5c) Principles of Psychology or<br>(LAC 5c) Principles of Sociology or<br>(LAC 5c) Social Psychology |  | 3         |
|                                     | (LAC 4 - History)   |  | 3         |
|                                     | Non-Business Elective   |  | 1         |
| <b>Total</b>                        |   |  | <b>30</b> |

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

| YEAR THREE              |  |  | Sem. Hrs. |
|-------------------------|--|--|-----------|
| <b>BAFN 305</b>         | <b>Intermediate Business Stats</b>                             |  | <b>3</b>  |
| <b>BAFN 370</b>         | <b>Business Finance</b>  |  | <b>3</b>  |
| <b>BACS 300</b>         | <b>Information Systems</b>                                     |  | <b>3</b>  |
| <b>BAMG 350</b>         | <b>Management of Organizations</b>                             |  | <b>3</b>  |
| <b>BAMK 360</b>         | <b>Marketing</b>   |  | <b>3</b>  |
| BAAC 320 or<br>BAAC 323 | Intermediate Accounting I or<br>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         |
| <b>Total</b>            |  |  | <b>30</b> |

| YEAR FOUR               |  | Sem. Hrs. |
|-------------------------|--|-----------|
| <b>BAMG 456</b>         | <b>Strategic Management</b>  | <b>3</b>  |
| BAFN 470                | Financial Management   | 3         |
| BAFN 340                | Principles of Risk & Insurance   | 3         |
| BAMG 353 or<br>BAMG 451 | Human Resource Management or<br>Managing New Business Ventures   | 3         |
| BAMK 464                | Global Marketing Strategies  | 3         |
| <b>BAFN 390</b>         | <b>Operations Management</b>   | <b>3</b>  |
|                         | Business Elective: Take three (3) semester credit hours from: BAAC 222, BACS 200, BA 205 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         |
| <b>Total</b>            |  | <b>30</b> |

|                                |  |                           |  |                                |  |                                      |
|--------------------------------|--|---------------------------|--|--------------------------------|--|--------------------------------------|
| <b>Non-Bus. hrs. completed</b> |  | <b>LAC hrs. remaining</b> |  | <b>Non-Bus. hrs. remaining</b> |  | <b>Total Non-Bus. hrs. remaining</b> |
|--------------------------------|--|---------------------------|--|--------------------------------|--|--------------------------------------|

**\*\*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: 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.registrar.unco.edu/records/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 school of their choice of emphasis located in Kepner Hall.

## MCB COURSE PREREQUISITES: 2012-2013 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<br>Majors only   |  |
| BAAC 220 | Principles of Accounting I       | BACS 101 or CPE<br>At least 24 credit<br>hours completed   | Business Computing (may be taken concurrently)   |
| BAAC 221 | Principles of Accounting II      | BACS 101 or CPE<br>BAAC 220<br>Sophomores or above   | Business Computing<br>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<br>MATH 124  | Business Computing (may be taken concurrently)<br>College Algebra  |
| BACS 300 | Information Systems              | BACS 101 or CPE<br>Majors/Minors only<br>Juniors or above  | Business Computing   |
| BAFN 305 | Intermediate Business Statistics | BACS 101 or CPE<br>BAFN 291<br>MATH 176<br>or MATH 131<br>Majors/Minors only<br>Juniors or above | Business Computing<br>Business Statistics<br>Topics in Calculus<br>Calculus I  |
| BAMG 350 | Management of Organizations      | Juniors or above   |  |
| BAMK 360 | Marketing                        | ECON 205<br>Juniors or above   | Principles of Microeconomics (may be taken concurrently)   |
| BAFN 370 | Business Finance                 | BAAC 221<br>BAFN 291<br>ECON 203<br>ECON 205<br>Juniors or above                                 | Principles of Accounting II<br>Business Statistics I<br>Principles of Macroeconomics<br>Principles of Microeconomics         |
| BAFN 390 | Operations Management            | BACS 101 or CPE<br>BAFN 291<br>or STAT 150<br>Majors only & Juniors<br>or above                  | Business Computing<br>Business Statistics I<br>Introduction to Statistical Analysis  |
| BAMG 456 | Strategic Management             | BAFN 305<br>BAFN 370<br>BAMG 350<br>BAMK 360<br>Majors only<br>Senior standing                   | Intermediate Business Statistics (may be taken concurrently)<br>Business Finance<br>Management of Organizations<br>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<br>BAAC 323    | Intermediate Accounting I or<br>Cost and Managerial Accounting I  | BAAC 221<br>BAAC 221   | Principles of Accounting II with a minimum of "C-"<br>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<br>or<br>BAMG 451 | Human Resource Management<br>or<br>Managing New Business Ventures | BAMG 350<br><br>BAMG 350<br>BAMK 360<br>BAMG 355<br>BAFN 370 | Management of Organizations<br><br>Management of Organizations<br>Marketing<br>Fundamentals of Entrepreneurship<br>Business Finance (may be taken concurrently) |
| BAMG 354                   | Organizational Behavior   | BAMG 350<br>Business majors only                             | Management of Organizations   |
| BAMK 368                   | Market Analysis & Research  | BAFN 291<br>BAMK 360   | Business Statistics (may be taken concurrently)<br>Marketing  |
| BAMK 464                   | Global Marketing Strategies                                       | BAMK 360   | Marketing   |

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

- o Students may substitute a senior-level Special Topics course for a required emphasis course with the same prefix.
- o 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.
- o BA 495 Special Topics or any Executive Professor class may be substituted for a General Business elective.