

**B.S. in BUSINESS ADMINISTRATION
MANAGEMENT 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 6 - Sciences) (with Lab)	4
	(LAC 4 - History)	3
ECON 205	(LAC 5a) Principles of Microeconomics	3
MATH 124	(LAC 2) College Algebra	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
COMM 100	Basics of Public Speaking (LAC ELCT)	1
COMM 101	Speaking Evaluation (LAC ELCT)	2
	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 5b) Principles of Macroeconomics	3
BAAC 221	Principles of Accounting II	3
BAFN 231	Legal Environment of Business	3
BAFN 291	Business Statistics I	3
	(LAC 6 - Sciences)	3
	(LAC 7 - International Studies)	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
BAMG 353	Human Resource Management	3
BAMG 354	Organizational Behavior	3
BAFN 390	Operations Management	3
	(LAC 8 - Multicultural Studies)	3
	Non-Business Elective	3
Total		30

YEAR FOUR		Sem. Hrs.
BAMG 456	Strategic Management	3
BAMG 452	Business Ethics	3
BAMG 457	Organizational Theory & Design	3
BAMG 458	International Management	3
	Management Emphasis Electives: Take nine (9) semester credit hours from: BAAC 323; BAFN 470; BAMG 355; BAMG 451; BAMG 453; BAMG 454; BAMG 455; BAMG 459; BAMG 494; BAMG 495; BAMG 407 or BAMK 407	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
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: BACS 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.

BAMG 495 Special Topics or any Executive Professor class may be substituted for a Management elective with the approval of the Chair of the Department of Management.

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 semester credit hours

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 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 minimum grade 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

MANAGEMENT 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: 15 semester credit hours

Take all courses in the following list. A grade of "C-" or better is required in each course.

Course #	Course Titles		Prerequisites	Prerequisite Course Titles/Notes
BAMG 353	Human Resources Management		BAMG 350	Management of Organizations
BAMG 354	Organizational Behavior		BAMG 350	Management of Organizations
BAMG 452	Business Ethics		BAMG 350	Management of Organizations
BAMG 457	Organizational Theory & Design		BAMG 350	Management of Organizations
BAMG 458	International Management		BAMG 350	Management of Organizations

Required Elective Emphasis Courses: 9 semester credit hours

Take three courses from the following list. A grade of "C-" or better is required in each course.

Course #	Course Titles		Prerequisites	Prerequisite Course Titles/Notes
BAAC 323	Cost and Managerial Accounting I		BAAC 221	Principles of Accounting II with a minimum grade of "C-"
BAFN 470	Financial Management		BAFN 370	Business Finance with a minimum grade of "C-"
BAMG 355	Fundamentals of Entrepreneurship		Juniors or above	
BAMG 451	Managing New Business Ventures		BAMG 350 BAMG 355 BAMK 360 BAFN 370	Management of Organizations Fundamentals of Entrepreneurship Marketing Business Finance (may be taken concurrently)
BAMG 453	Advanced Topics in Human Resources Management		BAMG 350 BAMG 353 Senior standing	Management of Organizations Human Resources Management
BAMG 454	Leadership in Organizations		BAMG 354	Organizational Behavior
BAMG 455	Labor Relations		BAMG 350	Management of Organizations
BAMG 459	Management of Quality		BAMG 350 or Consent of instructor	Management of Organizations
BAMG 494	Nonprofit Management		BAFN 231 BAMG 350 BAMK 360 BAFN 370	Legal Environment of Business Management of Organizations Marketing Business Finance (may be taken concurrently)
BAMG 495	Special Topics in Management		Consent of instructor	
BAMG/BAMK 407	Small Business Counseling		Consent of instructor	