

**B.S. in BUSINESS ADMINISTRATION  
GENERAL BUSINESS EMPHASIS  
Suggested Four-Year Schedule  
2020-2021 Catalog**

Student:

Date:

Advisor:

Bear ID:

The Bachelor of Science in Business Administration degree requires a minimum of **120 hours** which includes: **56 hours of Liberal Arts Core and supporting Courses** and **60 hours of Business coursework (30 hours of Business Core, 21 hours of Emphasis courses and 9 hours of Business Elective courses) and Completion of additional credits to reach the 120 minimum credits; that will typically be 4 credits.**

YEAR ONE		Sem Hrs
BAMG 125	Taking Care of Business	3
ENG 122	(LAC 1a) College Composition	3
MATH 124	(LAC 2) College Algebra	4
BACS 101	(LAC ELCT) Business Computing	3
	(LAC 3 - Arts & Humanities)	3
	(LAC 4 History)	3
	(LAC 6 – Sciences)	3
	(LAC 7 - International Studies)	3
ECON 205	(LAC 5a) Principles of Microeconomics	3
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
<b>TOTAL</b>		<b>31</b>

YEAR TWO		Sem Hrs
BA 205 OR ENG 123	(LAC 1b) Business Communications OR 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
	(LAC 8 - Multicultural Studies)	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>
STAT 150	(LAC 2) Intro to Statistical Analysis	3
COMM 100	Basics of Public Speaking (LAC ELCT)	1
COMM 101	Speaking Evaluation (LAC ELCT)	2
	(LAC 3 - Arts & Humanities)	3
<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 &amp; Organizational Behavior</b>	<b>3</b>
<b>BAMK 360</b>	<b>Marketing</b>	<b>3</b>
BAAC 320 or BAAC 323	Intermediate Accounting I or Cost & Managerial Accounting	3
BAFN 332	Business Administration & the Law	3
BAMK 368	Marketing Analysis & Research	3
BAFN 470	Financial Management	3
	University-Wide Elective	3
<b>TOTAL</b>		<b>30</b>

YEAR FOUR		Sem Hrs
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
	(LAC 6 – Science with LAB)	4
<b>BAMG 390</b>	<b>Operations Management</b>	<b>3</b>
<b>BAMG 456</b>	<b>Strategic Management</b>	<b>3</b>
	Business Elective: Take nine (9) semester credit hours from: BACS 200 or any 300/400 level course from any emphasis not counted in the Business Core, Required Emphasis, or Required Emphasis Electives. (BAAC 301, BAFN 302 and BAMG 356 may not be used.)	3
		3
	University-Wide Elective	1
<b>TOTAL</b>		<b>29</b>

**ADDITIONAL REQUIREMENTS FOR BUSINESS STUDENTS**

Professional Experience		Career Development Series	
1. Information Session	First Year	Etiquette Lunch/Dinner	First Year
2. Resume and Cover Letter Workshop	Second Year	Mocktails	Sophomore Status
3. Professionalism and Interviewing	Second Year	Networking Night	Junior Status
4. Professional Experience (must be <b>approved prior</b> to its start date)	Third/Fourth Year	Career and/or Internship Fair	Senior Status
<b>Melissa Hoffman • Melissa.Hoffman@unco.edu • Kepner 1095 • mcb.unco.edu/professional-experience/important-dates.aspx</b>			

A student must attain a 2.00 or greater cumulative Business GPA, and at least a "C-" grade in Business Administration Core, Emphasis Core, Emphasis Electives and Business Electives.

A student who has attempted at least nine UNC credits in Business Administration courses must maintain a 2.00 grade point average in all Business courses. The following Business courses do **not** count in the Business GPA: BACS 180, 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/registrar/grades/grade-replacement.aspx> for details.

**Note for Current UNC and Transferring Students:** Applicants with at least a 3.00 cumulative GPA are admitted to the major automatically. 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 2.50-2.99 and UNC students who have completed a total of 15 hours with a cumulative UNC GPA of 2.50-2.99. Students may apply with the administrative assistant in the department of their choice of emphasis located in Kepner Hall.

**Students may transfer 12 semester hours from the Business Core, 9 semester hours from the Emphasis Core and Emphasis Electives and 6 semester hours from Business Electives.**

## MCB UNDERGRADUATE COURSE PREREQUISITES: 2020-2021 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.  
A grade of "C-" or better is required in all business courses

### BUSINESS CORE: 30 CREDIT HOURS

Take all courses in the following list.  
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
	<b>Professional Experience</b>	1. Information Session 2. Resume & Cover Letter Workshop 3. Professionalism & Interviewing Workshop	Professional Experience must be pre-approved by Professional Experience Coordinator <a href="mailto:Melissa.Hoffman@unco.edu">Melissa.Hoffman@unco.edu</a>
BAAC 220	Principles of Accounting I	BACS 101 At least 24 credit hours completed	Business Computing with a minimum grade of "C-"
BAAC 221	Principles of Accounting II	BACS 101 BAAC 220 Sophomores or above	Business Computing with a minimum grade of "C-" Principles of Accounting I with minimum grade of "C-"
BAFN 231	Legal Environment of Business	None	
BAMG 350	Management & Organizational Behavior	45 completed credits or above	
BAMK 360	Marketing	45 completed credits or above	
BACS 300	Information Systems	BACS 101 or CS 101 or CS 120 45 completed credits or above	Business Computing or Introduction to Computer Science or Computer Programming
BAFN 305	Intermediate Business Statistics	BACS 101 STAT 150 MATH 176 or MATH 131 Juniors or above	Business Computing (may be taken concurrently) Intro to Statistical Analysis Topics in Calculus or Calculus I  <i>BAFN 305 should be taken prior to enrolling in any 400lv business course.</i>
BAFN 370	Business Finance	BAAC 221 MATH 124 STAT 150 ECON 203 ECON 205 Juniors or above	Principles of Accounting II College Algebra Intro to Statistical Analysis Principles of Macroeconomics Principles of Microeconomics
BAMG 390	Operations Management	BACS 101 STAT 150 Business Majors only Juniors or above	Business Computing Introduction to Statistical Analysis
BAMG 456	Strategic Management	BAFN 370 BAMG 350 BAMK 360 Business Majors only Senior standing	Business Finance with a minimum grade of "C-" Management with a minimum grade of "C-" Marketing with a minimum grade of "C-"

### General Business Emphasis: 21 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 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 grade of "C-" Principles of Accounting II with a minimum grade of "C-"
BAFN 332	Business Administration and the Law	Juniors or above	
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	Juniors or above  BAMG 355	Fundamentals of Entrepreneurship minimum grade of "C-"
BAMK 368	Market Analysis & Research	STAT 150 BAMK 360	Intro to Statistical Analysis (may be taken concurrently) Marketing with minimum grade of "C-"
BAMK 464	Global Marketing Strategies	BAMK 360	Marketing with minimum grade of "C-"

**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.