

**BENEDICTINE UNIVERSITY**  
ADULT PROGRAMS

**CHECKLIST for BACHELOR of BUSINESS ADMINISTRATION in HEALTH ADMINISTRATION**

*Enrollment is limited to adult students with health related experience or education.*

(2008-2009 Academic Year)

<b>NAME:</b>		<b>DATE:</b>
<b>BU ID #:</b>	<b>ADVISOR:</b>	<b>SEMESTER OF ENTRY:</b>

GRADUATION REQUIREMENT: Students must submit a total of 120 semester credit hours (with a minimum G.P.A. of 2.0 from Benedictine University courses) of which 30 semester hours, including twelve 200+ level semester credit hours in their major field, must be from Benedictine University. 55 credit hours must be completed at the baccalaureate level (4-year, regionally accredited schools).

<p><b>BASIC SKILLS (12 HOURS)</b> Grade of "C" or better required.</p> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">College</th> <th style="text-align: left;">Course #</th> <th style="text-align: left;">Cr.</th> <th style="text-align: left;">Grade</th> <th></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>Writing Colloquium (WRIT-S101)</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>Research Writing (WRIT-S102)</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>Basic Speech (SPCH-S110)</td> </tr> <tr> <td colspan="4">Satisfied by MATH-105 or 110</td> <td>Finite Math (MATH-S105) or College Algebra (MATH-S110)</td> </tr> </tbody> </table>	College	Course #	Cr.	Grade		_____	_____	_____	_____	Writing Colloquium (WRIT-S101)	_____	_____	_____	_____	Research Writing (WRIT-S102)	_____	_____	_____	_____	Basic Speech (SPCH-S110)	Satisfied by MATH-105 or 110				Finite Math (MATH-S105) or College Algebra (MATH-S110)	<p><b>COMMON CORE (6 hours)</b></p> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">College</th> <th style="text-align: left;">Course #</th> <th style="text-align: left;">Cr.</th> <th style="text-align: left;">Grade</th> <th></th> </tr> </thead> <tbody> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>HUMN-220 or 230 or 240</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>HUMN-250-WI-required for all</td> </tr> </tbody> </table>	College	Course #	Cr.	Grade		_____	_____	_____	_____	HUMN-220 or 230 or 240	_____	_____	_____	_____	HUMN-250-WI-required for all
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**CORE ELECTIVES** The approval of transfer courses for Core Electives is done at the point of transfer according to transfer guidelines. Adult students must satisfy their remaining core elective hours using appropriate core elective courses [labeled 'C' in the Catalog and Course Schedule]. Substitutions are not allowed after entry.

<p><b>ARTS AND HUMANITIES (9 HOURS)</b></p> <p>Satisfied by an approved core ethics PHIL [Ethics course] _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>3 core courses from at least 2 areas of HIST; PHIL; RELS; FNAR; MUSI; LITR; FRLG</p>	<p><b>NATURAL SCIENCES (6 HOURS)</b></p> <p>_____ Life or Physical Science _____</p> <p>Satisfied by MATH-115 Natural Science _____</p> <p>At least 6 semester hours from at least two of the areas of math/computer science, physical sciences and life sciences.</p>
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**SOCIAL SCIENCES (9 HOURS)**

\_\_\_\_\_

Satisfied by major \_\_\_\_\_

Satisfied by major \_\_\_\_\_

3 courses from at least 2 areas of BUSN; ECON; ANTH; PLSC; PSYC; SOCL.

**MAJOR REQUIREMENTS\*\* AND COGNATES** ♦

College	Course	Cr	Gr	College	Course	Cr	Gr	
<b>DEPARTMENT COGNATES (12 hours):</b>								
		3		CMSC-180 & 181/183 or higher		3		MATH-105 or MATH-110
		3		PHIL (core approved ethics course)		3		MATH-115 Business Calculus
<b>DEPARTMENT COURSES (30 hours)</b>								
		3		MGT-150 Statistics		3		ACCT-112 Accounting II
		3		MGT-251 Statistics II		3		MGT-300 Management
		3		ECON-101 Principles of Macro		3		MKTG-300 Marketing
		3		ECON-102 Principles of Micro		3		FINA-300 Managerial Finance
		3		ACCT-111 Accounting I		3		MGT-380 Global Strategic Management
<b>SPECIALIZATION (15 hours)</b>								
		3		HADM-300 US Health Care System	Select <i>one</i> of the following:			
		1.5		HADM-358 Financial Plan/Health Care		3		MGT-330 Human Resource Management
		1.5		HADM-363 Legal Aspects of Health Care		3		MGT-333 Operations Management
		3		HADM-371 Survey of Managed Care		3		International Elective
		3		MGT-320 Organizational Behavior				

All majors must submit at least 45 credit hours [with a grade of "C" or better] + 12 hours of cognates.

♦ In addition to HUMN-250-WI, at least one writing intensive course (indicated by a "W" in the course schedule) must be completed within the major.

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**CREDIT GRANTED THROUGH ALTERNATIVE MECHANISMS:**


**NOTES:**


**HIGHEST LEVEL OF MATH COMPLETED** [if appropriate]: \_\_\_\_\_

**TOTALS:**

	Hours completed	Hours Remaining
Basic Skills		
Common Core		
Arts & Humanities		
Natural Sciences		
Social Sciences		
Major	*	*
Electives	*	*
TOTAL		*

The following semester hours will be posted on your transcript:


\*Please speak with your departmental advisor regarding further evaluation of major credits and remaining major requirements.

**Special Notes:**

- Hours in progress are not included in the totals of this evaluation. Additional hours will be credited upon receipt of credentials.
- We do not apply grades of "D" toward a major or Basic Skills or toward some other courses as stated in the university catalog.
- Double credit will not be given for repeated courses.
- Only courses taken at Benedictine University will be included in the grade point average.
- This checklist is applicable for the major indicated. If a different major is chosen, the requirements for both the major and core will vary.
- To be considered for Latin graduation hours, you must complete 55 undergraduate semester hours at Benedictine University.
- Students who complete 30 to 54 hours with a 3.5 cumulative grade point average at Benedictine University will graduate "with honors".
- 55 semester hours at the Baccalaureate level must be completed at a four-year regionally accredited college/university.
- Courses taken at Benedictine University may be repeated only at Benedictine University.
- A minimum of 30 semester credit hours must be earned from coursework at Benedictine University.
- A minimum total of 120 semester credit hours are required for graduation (with a minimum cumulative G.P.A. of 2.0 from Benedictine University) of which 30 semester hours, including twelve 200+ level semester credit hours in the major field, must be from Benedictine University.
- Equivalent transfer courses, if taken prior to admission, may meet core requirements. Any course taken to fulfill core requirements after admission to Benedictine must be a core elective course (labeled with a "C" in the Catalog or course schedule) or an IAI core course. Substitutions are not allowed after entry. Written permission is required for current Benedictine students to transfer in courses from other schools. See your advisor.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Transfer Credit Evaluation and Articulation