

BENEDICTINE UNIVERSITY
ADULT PROGRAMS

CHECKLIST or BACHELOR of BUSINESS ADMINISTRATION
in MANAGEMENT & ORGANIZATIONAL BEHAVIOR
(2004-2005 Academic Year)

DATE _____

SEMESTER OF ENTRY _____

NAME: _____ PHONE: _____

BU ID# _____

Bring this checklist to your advising sessions each semester. Advisor: _____

GRADUATION REQUIREMENTS

Students must submit a total of 120 semester credit hours, of which 30 hours, including twelve 200+ level 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).

BASIC SKILLS (12 hours) Grade of "C" or better required.

College Course	#	Cr.	Grade
_____	3	_____	Argumentative Writing
_____	3	_____	Research Writing
_____	3	_____	Basic Speech
_____	3	_____	Math satisfied by requirements in the major

COMMON CORE (6 hours)

College Course	#	Cr.	Grade
_____	3	_____	HUMN 220, 230, or 240
_____	3	_____	HUMN 250 <u>required for all students</u>

ADULT CORE (1 hour)

_____	1	_____	HUMN 105 Intro to Benedictine Heritage, Tradition and Identity
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CORE ELECTIVES

ARTS AND HUMANITIES (9 hours)

_____	_____	_____	satisfied by major
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	

Three core courses from at least 2 areas of HIST; PHIL; RELS; FNAR; MUSI; LITR; FRLG.

NATURAL SCIENCES (6 hours)

_____	_____	_____	life or physical science
_____	_____	_____	satisfied by major

SOCIAL SCIENCES (9 hours)

_____	_____	_____	satisfied by major
_____	_____	_____	satisfied by major

Three core courses from at least 2 areas of ANTH; PLSC; SOCL; PSYC.

MAJORS AND COGNATES**

_____	3	_____	CMSC 100 or higher	_____	3	_____	MATH 105 or 110
_____	3	_____	PHIL Ethics	_____	3	_____	MATH 115 Business Calculus
_____	3	_____	MGT 150/Statistics I	_____	3	_____	MGT 300/Management
_____	3	_____	MGT 251/Statistics II	_____	3	_____	MKTG 300/Marketing
_____	3	_____	ECON 101 Principles of Macroeconomics	_____	3	_____	FINA 300/Managerial Finance
_____	3	_____	ECON 102 Principles of Microeconomics	_____	3	_____	MGT 380/Global Strategic Management
_____	3	_____	ACCT 111 Accounting I				
_____	3	_____	ACCT 112 Accounting II				

SPECIALIZATION**

_____	3	_____	MGT-320 Organizational Behavior	_____	3	_____	Elective*
_____	3	_____	MGT-333 Production & Operations Mgt				
_____	3	_____	MGT-330 Human Resource Management	_____	3	_____	Elective*

*Select from the following courses: MGT 301, MGT 303, MGT 235, ACCT 311, INTL elective.

**All majors must submit at least 45 credits hours in major courses [with a grade of "C" or better], of which 30 hours are at the 200 level or above, including 24 hours at the 300 level plus 12 hours cognate courses.

**CHECKLIST for BACHELOR of BUSINESS ADMINISTRATION
in MANAGEMENT & ORGANIZATIONAL BEHAVIOR
(2004-2005 Academic Year)**

MINOR/CONCENTRATION/TEACHER CERTIFICATION/ELECTIVES

<u>College</u>	<u>Course #</u>	<u>Cr. Grade</u>		<u>College</u>	<u>Course #</u>	<u>Cr. Grade</u>
_____	_____	_____		_____	_____	_____
_____	_____	_____		_____	_____	_____
_____	_____	_____		_____	_____	_____
_____	_____	_____		_____	_____	_____
_____	_____	_____		_____	_____	_____

CREDIT GRANTED THROUGH ALTERNATIVE MECHANISMS

_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

NOTE: HIGHEST LEVEL OF MATH COMPLETED: _____

	<u>Transferable Hours</u>	<u>Hours Remaining</u>	The following semester hours will be posted on your transcript:
Skills	_____	_____	_____
Common Core	_____	_____	_____
Adult Core	_____	_____	_____
Core Electives	_____	_____	_____
Major & Cognates	_____	_____	_____
Other	_____	_____	_____
TOTAL	_____	_____	_____

Special Notes:

1. Hours in progress are not included in the totals of this evaluation. Additional hours will be credited upon receipt of credentials.
2. We do not apply grades of "D" toward a major or Basic Skills or toward some other courses as stated in the university catalog.
3. Double credit will not be given for repeated courses.
4. Only courses taken at Benedictine University will be included in the grade point average.
5. This checklist is applicable for the major indicated. If a different major is chosen, the requirements for both the major and core will vary.
- 6a. To be considered for Latin graduation hours, you must complete 55 undergraduate semester hours at Benedictine University.
- 6b. Students who complete 30 to 54 hours with a 3.5 cumulative grade point average at Benedictine University will graduate "with honors".
7. 55 semester hours at the Baccalaureate level must be completed at a four-year regionally accredited college/university.
8. Courses taken at Benedictine University may be repeated only at Benedictine University.
9. A minimum of 30 semester credit hours must be earned from coursework at Benedictine University.
10. 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.
11. 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 Articulation Coordinator	Department Chair See the Department Chair for evaluation of major credit.
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