

# BENEDICTINE UNIVERSITY CHECKLIST FOR BACHELOR OF BUSINESS ADMINISTRATION in MANAGEMENT AND ORGANIZATIONAL BEHAVIOR (2003-2004 Academic Year)

DATE \_\_\_\_\_

SEMESTER OF ENTRY \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

BU ID# \_\_\_\_\_

**Bring this checklist to your advising sessions each semester.**

**Advisor:** \_\_\_\_\_

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 45 semester hours, including twelve 200+ level semester credit hours in their major field, must be from Benedictine University.

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

College	Course #	Cr.	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Argumentative Writing (RHET-S101)  
Research Writing (RHET-S102)  
Basic Speech (RHET-S110)  
Math satisfied by major

**COMMON CORE (12 HRS / 6 HRS FOR 20+ TRANSFERS)**

College	Course #	Cr.	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

HUMN-101 1st Year Seminar  
HUMN-220, 230, or 240  
HUMN-220, 230, or 240  
HUMN-250 - required for all students

HUMN-220, 230, 240, 250 taken at Benedictine comprise the Cultural Heritage Series. Transfers with 20+ hours are exempt from the First Year Seminar and one Cultural Heritage class.

**CORE ELECTIVES** The approval of transfer courses for Core Electives is done at the point of transfer according to transfer guidelines. Transfer students must satisfy their remaining core elective hours using appropriate core elective courses [labeled 'C' in the Catalog and Course Schedule] or a designated history course. One of the Cultural Heritage classes may meet a Core Elective requirement in the Arts and Humanities [exclusive of the FNAR/MUSI requirement] or in the Social Sciences.

**ARTS AND HUMANITIES (12 HOURS)**

_____	Satisfied by major	_____	PHIL [ethics course]	_____
_____	_____	_____	RELS	_____
_____	_____	_____	FNAR/MUSI	_____
_____	_____	_____	LITR/FRLGLITR	_____

For transfers with 20+ hours: 4 courses with at least 1 but no more than 2 courses in FNAR/MUSI, and one in PHIL/RELS/LITR/FRLGLITR. The remaining two courses are to be chosen from COMM; FNAR; FRLG; HIST; LITR; MUSI; PHIL; RELS

**NATURAL SCIENCES (9 HOURS)**

_____	_____	_____	LIFE SC	_____
_____	_____	_____	(includes BIOL, BCHM, NRHL, NUTR)	_____
_____	_____	_____	PHYSICAL SC	_____
_____	_____	_____	(includes CHEM, PHYS)	_____
_____	Satisfied by major	_____	_____	_____

**SOCIAL SCIENCES (9 HOURS)**

Satisfied by Major

_____	_____	_____	ECON	_____
_____	_____	_____	ANTH/PLSC	_____
_____	_____	_____	PSYC/SOCL	_____

For transfers with 20+ hours: 3 courses from at least 2 areas of BUSN; ECON; ANTH; PLSC; PSYC; SOCL.

**MAJORS AND COGNATES**

_____	_____	3	_____	ACCT-111 Accounting I	_____	_____	3	_____	MGT-320 Organizational Behavior
_____	_____	3	_____	ACCT-112 Accounting II	_____	_____	3	_____	MGT-330 Human Resource Management
_____	_____	3	_____	ECON-101 Macroecon	_____	_____	3	_____	MGT-333 Production & Operations Mgt
_____	_____	3	_____	ECON-102 Microecon	_____	_____	3	_____	Elective*
_____	_____	3	_____	MGT-150 Stats I	_____	_____	3	_____	Elective*
_____	_____	3	_____	MGT- 251 Statistics II	_____	_____	3	_____	CMSC-100 or higher
_____	_____	3	_____	FINA-300 Managerial Finance	_____	_____	3	_____	PHIL ethics course
_____	_____	3	_____	MKTG-300 Marketing	_____	_____	3	_____	MATH 105 Finite or 110 College Algebra
_____	_____	3	_____	MGT-300 Management	_____	_____	3	_____	MATH 115 Business Calculus
_____	_____	3	_____	MGT-380 Strategic Mgt	_____	_____	3	_____	

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.

\*Two courses from MGT 301, MGT 303, MGT 235, ACCT 311, or one INTL elective course.

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**MINOR/CONCENTRATION/TEACHER CERTIFICATION/ELECTIVES**

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

Concentrations, endorsements, minors, electives are optional, but recommended.

Notes: \_\_\_\_\_  
\_\_\_\_\_

Highest Level Math Completed [if appropriate]: \_\_\_\_\_

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

**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 45 semester hours, including twelve 200+ level semester credit hours in the major field, must be from Benedictine University.
11. Any course taken after admission to Benedictine for the general education core requirements must be a core elective course (labeled with a "C" in the Catalog or course schedule) or an IAI core course. 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.