

BUSINESS ADMINISTRATION (PBUA/ BUAD): 2001/2002 Catalog Advising Form *Please review this form carefully (see side B) and keep with your important academic records.*

STUDENT: _____

SID#: _____

DATE: _____

PBUA BUAD

Bring this form with you when you meet with your advisor.

Your Advisor is _____ Office _____

Phone: 410.704. _____ E-Mail: _____@towson.edu

KEY: E = Enrolled GRADE @ TU N = Need P = Petition
 T = Transfer RT = Repeat Transfer V = Validation required

Transfer Evaluation: Final _____ Preliminary _____

Needs to be updated by admissions: _____

Additional information from: Student _____ / Admissions _____ Official/Unofficial

Pending: Courses(s) not posted: _____

Note: If Transfer Package is pending or courses are not included on the Transfer Evaluation, it is the student's responsibility to inform the advisor of any changes to the evaluation.

General Education Requirements (GenEds)

Transfer Package:

Granted: Complete GenEds for Package A / B / C

None: Complete the following GenEds:

Category I: SKILLS for LIBERAL LEARNING (1 in each)

_____ I.A. ENGL 102/190 (with grade of "C" or higher)

_____ I.B. Using Info. COSC 111 _____

_____ I.C. College MATH _____

_____ I.D. Adv. Composition ENGL 317 _____
 (with "C" or higher)

_____ I.E. Creativity & Creative Dev. _____

Category II: CONTEXTS for LIBERAL LEARNING

II.A. SCIENTIFIC INQUIRY

1. Biological & Physical Sciences (2 courses)

_____ Lab course: _____ # cr. _____

_____ # cr. _____

credits = _____

2. Science, Technology & Modern Society (1)

_____ (Waived if II.A.1.> 7 credits)

II.B. AMERICAN EXPERIENCE (1 course in each)

_____ 1. Arts & Humanities _____

_____ 2. Soc. & Behavioral Sciences _____

_____ 3. Contemporary Issues _____

II.C. WESTERN HERITAGE (1 course in each)

_____ 1. Arts & Humanities (different than II.B.1)

_____ 2. Social & Behavioral Sciences (different than II.B.2)

_____ 3. Cultural Plurality & Diversity _____

II.D. GLOBAL AWARENESS (1 course)

_____ 1. _____

BUAD CORE

A. Lower-Level Prerequisite Courses (21 credits)

1. ACCT 201/211 Accounting Prin I _____

2. ACCT 202/212 Accounting Prin II _____

3. COSC 111/112 Infor & Tech for Bus _____

4. ECON 201/203 Microeconomic Prin _____

5. ECON 202/204 Macroeconomic Prin _____

6. LEGL 225 Legal Env of Business _____

7. ECON 205 or MATH 231/233 Statistics _____

Requirements for Admission to the BUAD major: (See Side B for details)

1. _____ QPA of 2.0 or higher. Transfer QPA _____ TU QPA _____

2. _____ Grade of "C" or higher in each lower-level (L/L) BUAD prerequisite.

3. _____ Average QPA of 2.4 or higher for ALL seven L/L BUAD prerequisites.

QPA: _____ = Total Opts. _____ / Credits: _____

_____ Eligible for admission to the BUAD major. Submit application.

_____ NOT Eligible for admission. Need: _____

Graduation Credit Requirements:

Minimum of 120 credits: Earned _____ Enrolled _____ Need _____

Submit Petition to Evaluate the Equivalency of a Transfer Course: (See 1. on

Side B). _____

Recommended courses for Fall/Spring semester:

ADVISOR SIGNATURE: _____

B. Upper-Level Core Requirements (33 credits)

8. CBEC/BUSX 301 "CORNERSTONE" * _____

9. ECON 306 Statistics for Bus & Econ II _____

10. FIN 331 Prin of Financial Mngt * _____

11. MKTG 341 Prin of Marketing _____

12. MNGT 337 Information Technology _____

13. MNGT 361 Prin of Management _____

OPEN to Admitted BUAD majors only

14. MNGT 375 Int'l Bus Theory & Practice _____

15. EBUS 311 Prin of E-Commerce _____

16. MNGT 365 Production & Ops Mngt _____

17. CBEC/BUSX 460 Professional Experience** _____

18. MNGT 481 Bus Strategy & Policy* _____

*Special Permit required **Special Permit & Internship required

C. Concentration/Track (21 credits)

_____ Economics (ECON) _____ Legal Studies (CBEI)

_____ Finance (FIN) _____ Management (MNGT)

_____ International Business (INBU) _____ Marketing (MKTG)

_____ Human Resource Management (HRM)

Courses: _____ To be taken/grade:

1.) _____

2.) _____

3.) _____

4.) _____

5.) _____

6.) _____

7.) _____

SIDE B.**TRANSFER GUIDELINES****1. Petition to Evaluate the Course Equivalency of a Transfer Course:**

Immediately submit a "Petition for Acceptance of Transfer Credits" form (only used for CBE required courses) to the CBE Student Center, ST112. Provide a course description from the transfer institution for evaluation. (details on the form)

2. Transfer with less than a "C" (i.e., a "C-" or "D")

A grade of "C" (2.0 QPA) or higher must be earned in all courses required for the major. Repeat the course at Towson for a grade of "C" or higher. An additional 3 credits will be required for graduation (i.e., a minimum of 123) to replace the duplication of the transfer course.

3. Validation Required:

Validation means that the course taken as lower-level at a community college or four-year college cannot transfer to TU as upper-level credits (e.g., if you transferred a lower-level Principles of Marketing course, it appears as MKTG41 instead of MKTG341 on your TU transcript.)

To Validate: Complete a specified course in the same discipline with a minimum grade of "C" or grade equivalent of 2.0. For example, after you earn a "C" or higher in MKTG445 (MKTG341 is the prerequisite for MKTG445), you will have validated the transferred lower-level marketing course.

Do NOT register for TU's MKTG341 if you have completed MKTG41 with a grade of "C" or higher. You must validate the course, not repeat it. The same policy applies to MNGTT61 for MNGT361, and MNGTT81 for MNGT381. If you complete the course at Towson, it will be considered a **duplication of transfer credit** and you will need an additional 3 credits for graduation (i.e., a minimum of 123.)

4. Transfer Credit Policies:

Transfer students must complete at least 30 hours of upper-level credits in CBEC, EBUS, ECON, FIN, LEGL, MKTG, and MNGT at Towson for the BUAD major.

Only "**one**" transfer course will be accepted for a Concentration/Track.

REQUIREMENTS for ADMISSION to the BUAD MAJOR:

- A minimum cumulative quality point average (QPA) of 2.0 or higher for all coursework.
- A minimum quality point average (QPA) of 2.40 for ALL seven lower-level BUAD Core prerequisites, with a minimum grade of 2.00 or higher in each of the lower-level *BUAD* Core prerequisites.

Quality Points for grades:		
A = 4.00	A- = 3.67	B+ = 3.33
B = 3.00	B- = 2.67	C+ = 2.33
C = 2.00		

Lower-Level BUAD Core Prerequisites:				
Course	Grade	Opts	X Credits	= Total Opts
ACCT 201/211			X	=
ACCT 202 /212			X	=
COSC 111/112 or CIS 115			X	=
ECON 201/203			X	=
ECON 202/204			X	=
ECON 205 or MATH 231/233			X	=
LEGL 225			X	=
Sum			=	=

Total Opts _____ / Credits: _____ = QPA _____

Application Procedure

If you will meet the admission requirements at the end of the semester, complete an "Application for Admission to the BUAD major" and a change of major declaration form before registering for upper-level "majors only" CBE courses (CBEC/BUSX, EBUS, ECON, FIN, LEGL, MKTG, and MNGT.)

The application forms are available in the Cornerstone-Professional Experience Office, ST 117, and the CBE Student Center, ST 112.

Course Requirements: A pre-business (PBUA) student who does not meet the admission requirements and enrolls in an upper-level BUAD (CBEC/BUSX, EBUS, ECON, FIN, LEGL, MKTG, or MNGT) course without written approval by his/her advisor, will be disenrolled from the course.

BUSINESS ADMINISTRATION (BUAD) MAJOR REQUIREMENTS

After being accepted to the BUAD major, complete the upper-level BUAD Core Requirements and one of the following concentrations or tracks (21 credits) with a grade of "C" or higher (2.00).

Concentrations/Tracks (21 credits)**ECONOMICS TRACK (ECON)**

ECON 309 ECON 310 ECON 313 MNGT 482
Three (3) ECON upper-level electives: (ECON 409 recommended as one elective.) *NOTE: ECON 497 cannot count as an elective*

FINANCE CONCENTRATION (FIN)

FIN 332 FIN 333 FIN 430 FIN 435
FIN 423 FIN 439 MNGT 482

HUMAN RESOURCE MANAGEMENT TRACK (HRM)

MNGT 381 MNGT 421 MNGT 433 MNGT 482
Select three (3) courses from the following:
MNGT 425, 443, 451, 453, 463 PSYC 327

INTERNATIONAL BUSINESS TRACK (INBU)

FIN 435 MKTG 445 MNGT 438 MNGT 482
Select three (3) courses from the following:
ECON 323, 325, 421, 423, FIN 430, or MKTG 441

LEGAL STUDIES TRACK (CBEI)

LEGL 226 LEGL 326 LEGL 328
Select four (4) courses from the following:
LEGL 325, 470-479, MCOM 350, HLTH 441, POSC 209, 418

MANAGEMENT CONCENTRATION (MNGT)

MNGT 381 MNGT 421 MNGT 443 MNGT 482
Select three (3) courses from the following:
MNGT 419, 423, 425, 433, 438, 451, 453, 455, 459, 461, 463, 470-479, 491, 495, 497, 498
NOTE: Only 3 credits of the MNGT 497 or 498 can be used.

MARKETING CONCENTRATION (MKTG)

EBUS 411 MKTG 425 MKTG 441 MKTG 445
MKTG 485
Select two (2) courses from the following:
MKTG 345, 347, 349, 351, 355, 357, 361, 371, 442, 470-479, 497