



STUDENT NAME _____ DATE _____

DEGREE PLANNING WORKSHEET

BS IN BUSINESS ADMINISTRATION

This **unofficial** worksheet is designed to help you plan and track your progress toward your degree. It lists all of the graduation requirements in the recommended sequence. For full course descriptions, please refer to the current *Catalog*. To transfer your military and other credits to UMUC, you must request an **official** degree progress report/evaluation. Please visit www.ed.umuc.edu/undergrad/services/advise.html or your local field representative for additional information and assistance.

| SEQUENCE | COURSE TAKEN OR TRANSFERRED | CREDIT SOURCE |
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*Courses are listed in the order in which students should take them.
Changes in courses and order may affect other elements of the degree plan.*

*Recommendations will differ for specific majors. Refer to catalog for alternatives to recommended general education requirements (GERs).
Courses used for GERs may not be used in the major or minor.*

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| FIRST COURSES (10 credits) Take within first 18 credits. Take placement exams before registering for writing and math courses. |
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| LIBS 150 (1) <i>Required GER course</i> | | |
| WRTG 101 or WRTG 101X (3) <i>Required GER course</i> | | |
| MATH 103 or higher (3) <i>Required GER course</i> | | |
| BMGT 110 (3) <i>Or prior business experience. Required for major. Note: if prior business experience, replace BMGT 110 with supplemental major course (take in last 60 credits)</i> | | |

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| INTRODUCTORY COURSES (19 credits) Take within first 30 credits. |
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| ECON 201 (3) <i>Recommended behavioral/social science GER course. Required related course for major</i> | | |
| BIOL 101 and BIOL 102 (both) or BIOL 103 (4) <i>Or biological/physical science GER course with related lab</i> | | |
| WRTG 291 (3) <i>Or other writing GER course except WRTG 486A/B</i> | | |
| IFSM 201 or CMST 303 (3) <i>Required computing GER course</i> | | |
| ◆ ACCT 220 (3) <i>Required core course</i> | | |
| PHIL 140 or foreign language course (3) <i>Or other first arts/humanities GER course (not ARTH or HIST)</i> | | |

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| FOUNDATION COURSES (24 credits) Take within first 60 credits. |
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| ◆ STAT 200 or STAT 230 (3) <i>Required for major</i> | | |
| PSYC 100 or SOCY 100 (3) <i>Or other non-ECON behavioral/social science GER course</i> | | |
| ◆ ACCT 221 (3) <i>Required for major</i> | | |
| GEOL 100 (3) <i>Or other 3-credit biological/physical science GER course</i> | | |
| ECON 203 (3) <i>Related requirement for major</i> | | |
| HIST 142 or HIST 157 (3) <i>Or any ARTH or other HIST for second arts/humanities GER course</i> | | |
| IFSM 300 (3) <i>Or ACCT 326 for second computing GER</i> | | |
| SPCH 100 or SPCH 101 (3) <i>Or other COMM, SPCH, or WRTG GER course</i> | | |

| SEQUENCE <i>36 total credits for major, of which at least half must be upper-level and at least half taken through UMUC.</i> | COURSE TAKEN | CREDIT SOURCE |
|---|--------------|---------------|
| ADDITIONAL REQUIRED COURSES FOR MAJOR, MINOR, AND DEGREE (24 credits) Take after introductory/foundation courses. | | |
| ◆ BMGT 364 (3) <i>Required for major</i> | | |
| WRTG 394 or WRTG 394X (3) <i>Or other upper-level advanced writing GER course</i> | | |
| ◆ MRKT 310 (3) <i>Required for major</i> | | |
| ◆ BMGT 380 (3) <i>Required for major</i> | | |
| ◆ HRMN 300 (3) <i>Required for major</i> | | |
| ◆ FINC 330 (3) <i>Required for major</i> | | |
| ◆ BMGT 365 (3) <i>Required for major</i> | | |
| ◆ BMGT 496 (3) <i>Required for major</i> | | |
| CAPSTONE COURSE FOR MAJOR (3 credits) To be taken after all other courses for the major. | | |
| ◆ BMGT 495 (3) <i>Required for major</i> | | |
| MINOR OR ELECTIVES (15 credits, at least 9 credits upper level for minor) Complete in last 60 credits along with major courses. | | |
| See requirements of individual minor. | | |
| Recommended minor: human resources management, marketing, finance, or other business-related minor | | |
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| ADDITIONAL ELECTIVES (25 credits) | | |
| Choose any courses to meet 120 credits for degree. Note minimum requirements for upper-level coursework. | | |
| Complete in last 60 credits along with major and minor courses. | | |
| Recommended: Calculus (MATH 140) for those continuing to graduate school. Please note prerequisite of MATH 107/108 or MATH 115. | | |
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| TOTAL: 120 CREDITS | | |

CHECKLIST FOR FULFILLMENT OF DEGREE REQUIREMENTS See catalog for overview of all requirements.

- 30 credits at UMUC, including at least half of the major and minor and 15 upper-level credits.
- 45 upper-level credits, including half the credit for the major and for the minor.
- All required courses and minimum number of credits for major and minor.
- Prerequisites for major and minor courses, if needed.
- All General Education Requirements.
- Grade of C or better in all courses for the major and minor.
- Overall GPA of at least 2.0.
- At least half the credit for the major and half the minor earned through graded coursework.
- Total 120 credits.