

A Suggested Sequence of Pre-Business and Business Courses

Freshman Year

Fall			Spring		
___	2	BIC 1212 Examined Life I	___	3	BIC 1323 Rhetoric II
___	4	BIC 1413 Rhetoric I	___	3	BIC 1324 World Cultures II
___	3	BIC 1314 World Cultures I	___	4	BIC 2447 Natural World II
___	1	BUS 1101*	___	2-3	BUS 1201 or BUS 1305*
___	2-3	BUS 1201* or BUS 1305*	___	3	MTH 1309/1321* (Calculus)
___	3	MTH 1308/1320 (if needed)	___	0	CHA 1088
___	0	CHA 1088	___	0	CHA 1088
Total: 15-16 hours			Total: 15-16 hours		

Must complete first year requirements

Sophomore Year

Fall			Spring		
___	3	BIC 2330 Social World I	___	3	BIC 2340 Social World II
___	3	BIC 2334 World Cultures III	___	3	BIC 2344 World Cultures IV
___	1	BUS 2101* (Career Management)	___	3	ACC 2304* (Managerial Accounting)
___	3	ACC 2303* (Financial Accounting)	___	3	ECO 2307* (Macroeconomics)
___	3	ECO 2306* (Microeconomics)	___	3-4	Communication Option (see below)
___	3	QBA 2302* (Business Statistics I)			
Total: 16 hours			Total: 15-16 hours		

Apply to Business School: See Business Advisor – Foster 130

Junior Year

Fall			Spring		
___	1	BUS 3101* Career Management	___	3	Major
___	3	MGT 3325* Operations Management	___	3	Major
___	3	MIS 3305* Management Info Systems	___	3	MGT 3305* Organizational Behavior
___	3	MKT 3305* Principles of Marketing	___	3	QBA 3305*
___	3	FIN 3309/3310* Intro/Corporate Finance	___	3	BIC 3358 Biblical Heritage/Ethics (may be taken any semester)
___	3-4	Communication Option (see below)			
Total: 16-17 hours			Total: 15 hours		

Senior Year

Fall			Spring		
___	3	Major	___	3	Major
___	3	Major	___	3	Major
___	3	BUS 3315* Integrated Bus. Writing	___	3	BL 3305* Legal Environment of Business
___	3	Elective or major course as needed [†]	___	3	BUS 4385* Strategic Management
___	3	Elective or major course as needed [†]	___	4	Elective or major course as needed [†]
Total: 15 hours			Total: 16 hours		

[†]Must graduate with a minimum of 124 hours

The sequence listed above is based on an 18 hour major. For majors requiring more than 18 hours, electives must be used towards courses in the major. Electives may also be used towards a second major in the Business School or a minor or secondary major outside of the Business School. Elective hours will vary for each student, must be taken for a grade, and are only needed to reach the 124 hour minimum to graduate. Course selection is subject to availability and fit within each semester.

*Business Core

Boldface type - Prerequisites for advanced level business courses

Communication Option: (3-8 hours) Choose one of the following options:

- I. Complete one modern or classical language through the second level, either 1302, 1402, or 1412 (3-8 hours); or
- II. Complete two courses (6-8 hours):
 - a. Choose one course from: JOU/FDM 3372, ENG 3000-4000 level course, or Foreign Language
 - b. Choose one course from: AS 3302, BUS 3303, BUS 3350, CSS 3000-4000 level course, ENG 3000-4000 level course, FDM 3320, FDM 3321, Foreign Language, JOU/FDM 3315, JOU 3325, JOU 3367, JOU 3387, LDS 3-hour course, MGT 4320, MILS 3302, MKT 3310

Math: (3-6 hours depending on SAT/ACT math score) A student with an SAT math score of 600 or higher or an ACT math score of 28 or higher may skip MTH 1308 and take MTH 1309. A student with a grade of C or better in MTH 1320 may also skip MTH 1308 and take MTH 1309.

FIRST YEAR REQUIREMENTS FOR THE BBA

The student desiring a BBA degree is officially enrolled as a Pre-business student and is advised through University Advisement. In order to continue as a Pre-business major beyond the first year, a student must complete a minimum of 24 credit hours at Baylor; maintain a minimum 3.0 cumulative GPA; and complete BUS 1101, BUS 1201, BUS 1305, ENG 1302, ENG 1304/3303, MTH 1308/1320 (if needed), and MTH 1309/1321 with a minimum grade of "C" in each course. If these requirements are not met, the student must change degree programs. Students meeting these requirements will then be advised by the Hankamer School of Business Undergraduate Office.

ADMISSION TO THE HANKAMER SCHOOL OF BUSINESS

Application for admission to the Business School must be made during the semester a student is completing 60 hours (with at least 12 Baylor hours). In order to be considered for admission, a student must satisfactorily complete the first year requirements listed above, have a minimum 3.0 cumulative Baylor GPA and complete ACC 2303, ACC 2304, BUS 2101, ECO 2306, ECO 2307, and QBA 2302 with a minimum grade of "C" in each course.

For students meeting the academic requirements, the following will also be considered in the admission decision: a completed application form, a student resume, a statement of personal and professional goals, and a curriculum and graduation plan including a desired major. An interview may be required in some cases. If a student has a minimum 3.0 cumulative GPA, consideration for admission will be deferred one semester if all requirements can be met in the following semester a student is enrolled at Baylor (two summer sessions count as one semester). Students who do not meet the admission requirements at 60 hours (plus another semester, if deferred) will be required to change degree programs.

Pre-business students cannot progress into upper division business courses (3000-4000 level) until they have been admitted to the Business School. The only exception to this policy is for those students who have successfully taken the suggested (advised) sequence of lower core courses and should logically begin taking an upper division business core course. However, under no circumstances will a Pre-business student be allowed to take a course in a major. In addition, a Pre-business student who has a cumulative GPA less than 3.0 will not be permitted to take 2000-level or above business courses.

Current Baylor students must have a minimum 3.0 cumulative GPA and 12 hours in residence to request to change to the Pre-business major. Students must internally transfer no later than the end of the semester in which they complete 45 Baylor (in-residence) hours. Students will not be allowed to transfer internally if they have already exceeded the School of Business excessive retake policy. Internal transfers must follow all of the policies of the current catalog at the time they change to the BBA degree.

External transfers (students transferring to Baylor from another institution) desiring to enter Baylor as a Pre-business student must have a minimum 3.0 external GPA.

COURSE REPETITION

A student may repeat a course for which his or her highest earned grade is a C- or below. The course should be repeated during the following semester in which the student is enrolled at Baylor. No BBA student may retake a grade of C or higher.

A student who has declared or desires to declare Pre-business may repeat only once no more than two of: ENG 1302, ENG 1304/3303, MTH 1308 or 1320, MTH 1309 or 1321, and the lower core business courses. A grade of W does not count as a repeat for this policy. However, the University course repetition policy limits the total number of attempts of a course, including Ws, to three. Any student not meeting this requirement may no longer follow the BBA degree. Students failing any of these courses due to the attendance policy may be required to change degree programs.

See school or departmental major/minor requirements for policies governing the repetition of courses in specified academic areas and specific major requirements.

BBA MAJORS

A BBA student must complete coursework leading toward a major of 12 to 27 hours in a particular field. A student may choose a major from the following: **Accounting, Baylor Business Fellows, Business for Secondary Education with Teacher Certification, Business French** (second major only*), **Business German** (second major only*), **Business Russian** (second major only*), **Business Spanish** (second major only*), **Economics, Entrepreneurship and Corporate Innovation** (Social Entrepreneurship Track), **Finance, Human Resource Management, International Business** (second major only*), **Management, Management Information Systems, Marketing** (Nonprofit and Development Track), **Professional Selling, Real Estate, Risk Management and Insurance, Sports Sponsorship & Sales, Supply Chain Management.**

*Unless combining Business French, Business German, Business Russian, or Business Spanish with International Business.

HANKAMER SCHOOL OF BUSINESS – IMPORTANT REMINDERS

- Students must attend all business courses at least 75% of all class meetings. A student failing any of the admission requirements due to the attendance policy may be required to change degree programs.
- Students must have a cumulative 3.0 GPA in order to take ACC 2303 and 2304, BUS 2101, ECO 2306 and 2307, and QBA 2302.
- After entering Baylor, a student may transfer in a maximum of 15 semester hours.
- Courses taken at Baylor for which the grade is a "C" or better may not be repeated.
- In order to graduate, a student must attain a minimum of a "C" average cumulatively, a minimum of a "C" average in the courses for the major field, and a minimum of a "C" average in the combined Lower Division and Professional Business core.