

Bachelor of Business Administration 2023-2024 Course worksheet

Student Name: _____ Student Number: _____ Major: _____ Concentration: _____ Minor: _____

Year 1 Units 1-5 Recommended	Unit	
BUSI 1112 Introduction to Business Administration	0.5	
BUSI 2202 Communication & Self-Management Skills	0.5	
BUSI 2230 Principles of Marketing	0.5	
BUSI 2321 Introductory Accounting I	0.5	
ECON 1101 Introduction to Microeconomics	0.5	
ECON 1102 Introduction to Macroeconomics	0.5	
Business/Tourism/Economics Elective	0.5	
Arts and Science Elective (any level)	0.5	
Arts and Science Elective (any level)	0.5	
Humanities Elective – <i>includes courses in Chinese, Cultural Studies, English, French, History, Library, Linguistics, Philosophy, Religious Studies, Spanish and Writing (only courses with a WRIT prefix)</i>	0.5	

Year 2 Units 6-10 - Recommended	Unit	
BUSI 2214 Organizational Behaviour: Individuals in Organizations (was BUSI 2212)	0.5	
BUSI 2215 Organizational Behaviour: Groups, structure and culture (was BUSI 2213)	0.5	
BUSI 2231 Applied Marketing	0.5	
BUSI 2259 Legal Aspects of Business	0.5	
BUSI 3320 Managerial Accounting	0.5	
MATH 2208 Introduction to Probability and Statistics I*	0.5	
MATH 2209 Introduction to Probability and Statistics II*	0.5	
Business/Tourism/Economics Elective	0.5	
Business/Tourism/Economics Elective	0.5	
Arts and Science Elective (any level)	0.5	

- With the department Chair's approval students may replace 0.5 of a unit of arts and science electives with a professional (business) elective.
- Students may request to replace an additional full unit of arts and science electives with a unit of professional (business) electives. Students seeking to replace the additional unit should speak to an academic advisor.
- The MSVU Academic Calendar states, "Although advice is readily available on request, the responsibility of selecting the appropriate courses for graduation rests ultimately with the student".
- Students are strongly urged to seek academic advising each year to ensure that course selection is appropriate. Academic advising is critically important for students choosing to do an additional major, concentration, or minor.
- Students doing the co-operative education option will complete 23.0 units.
- BUSI 1112, Introduction to Business Administration, and BUSI 4400, Business Policy may count among the six units for the major.
- BUSI 3306/POLS 3306, and BUSI 4406/WOMS 4406 can count as business electives or arts and science electives or free electives.

***Students who pass a Mathematics Placement Test and obtain Chair's approval can take Math 2500 and a free elective in place of Math 2208 and Math 2209**

Year 3 Units 11-15 - Recommended	Unit	
BUSI 3308 Operations Management	0.5	
BUSI 3311 Small Business Management OR	0.5	
BUSI 3312 International Business Management		
BUSI 3360 Finance I	0.5	
BUSI 3361 Finance II	0.5	
Business/Tourism/Economics Elective	0.5	
Business/Tourism/Economics Elective	0.5	
Business/Tourism/Economics Elective	0.5	
Arts & Science Elective (2000 level or above)	0.5	
Arts & Science Elective (2000 level or above)	0.5	
Free Elective	0.5	

A suggested Art and Science for accounting majors is CMPS 2245

Year 4 Units 16-20 - Recommended	Unit	
BUSI 4400 Business Policy	0.5	
Business/Tourism/Economics Elective	0.5	
Business/Tourism/Economics Elective	0.5	
Business/Tourism/Economics Elective	0.5	
Arts & Science Elective (2000 level or above)	0.5	
Arts & Science Elective (2000 level or above)	0.5	
Free Elective	0.5	
Free Elective	0.5	
Free Elective	0.5	
Free Elective	0.5	

Courses that **do not** count as Arts/Science electives in the BBA degree include:

- Applied Human Nutrition (NUTR) with the exception of NUTR 1102, 1103, 1106, 2211, 2204, 3325, 4400, 4408, 4409
- Business Administration (BUSI) unless crosslisted with Political Studies (POLS) or Women's Studies (WOMS)
- Economics unless crosslisted with Political Studies (POLS)
- Information Technology (INTE) unless crosslisted with Computer Studies (CMPS)
- Public Relations (PBRL) unless crosslisted with Communications (COMM)
- Tourism and Hospitality Management

Faculty Signature

Student Signature

Date

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Required courses – Total units required 9.0				
	Completed	Major	Concentration	Minor
BUSI 1112				
BUSI 2202				
BUSI 2214				
BUSI 2215				
BUSI 2230				
BUSI 2231				
BUSI 2259				
BUSI 2321				
BUSI 3308				
BUSI 3311 or 3312				
BUSI 3320				
BUSI 3360				
BUSI 3361				
BUSI 4400				
ECON 1101				
ECON 1102				
MATH 2208*				
MATH 2209*				

***Students who pass a Mathematics Placement Test and have Chair’s approval can take Math 2500 and a free elective in place of Math 2208 and Math 2209**

BUSI/THMT/ECON electives – Total units required 4.5				
	Completed	Major	Concentration	Minor
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

Humanities elective – Total units required 0.5 – includes courses in Chinese, Cultural Studies, English, French, History, Library, Linguistics, Philosophy, Religious Studies, Spanish and Writing (only courses with a WRIT prefix)				
	Completed	Major	Concentration	Minor
1.				

Arts/Science electives – Total units required 3.5				
Any level				
1.				
2.				
3.				
2000 level or above				
1.				
2.				
3.				
4.				

CMPS 2245 is a suggested Art and Science for accounting majors

Free Electives – Total units required 2.5				
1.				
2.				
3.				
4.				
5.				

- With the department Chair's approval students may replace 0.5 of a unit of arts and science electives with a professional (business) elective.
- Students may request to replace an additional full unit of arts and science electives with a unit of professional (business) electives. Students seeking to replace the additional unit should speak to an academic advisor.
- The MSVU Academic Calendar states, "Although advice is readily available on request, the responsibility of selecting the appropriate courses for graduation rests ultimately with the student".
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- BUSI 3306/POLS 3306, and BUSI 4406/WOMS 4406 can count as business electives or arts and science electives or free electives.

- Courses that **do not** count as Arts/Science electives in the BBA degree include:
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 - Information Technology (INTE) unless crosslisted with Computer Studies (CMPS)
 - Public Relations (PBRL) unless crosslisted with Communications (COMM)
 - Tourism and Hospitality Management

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Date