

International School of Business

Academic Progress Sheet 2017-2018

DEGREE: BACHELOR OF BUSINESS ADMINISTRATION

CONCENTRATION _____

NAME: _____

ADVISOR: _____

STUDENT NUMBER: _____

ANTICIPATED GRADUATION DATE: _____

CORE CURRICULUM REQUIREMENTS 38 credits

Proficiencies:

ENG 103* College English I	3
ENG 104* College English II	3
COM 108 Fundamentals of Public Speaking	2
MAT 144 or MAT 145 Quantitative Reasoning or College Algebra	4

Perspectives:§

UNS 115 Sisu Seminar	1
REL/FNS Religion or Finnish Studies	3
BIO, CHM, or PHS Natural Science with Lab	4
Humanities+ Three Courses	9
Social Sciences++ Three Courses	9

- * Must be successfully completed before taking WI courses.
 § No more than six credits of one discipline, except up to eight credits of the same foreign language.
 + Includes courses in ARD, DRM, ENG (but not ENG 101), FNS, HIS, HUM, MUS, PHL, REL, or foreign language.
 ++Includes courses in ANT, COM, ECN, ENV, GEO, PLS, PSY, SOC, or WGS.

BUSINESS ADMINISTRATION MAJOR 69-73 credits

Business Administration Core 48 credits

CIS102 Introduction to Computer Applications	3
ECN 231 Microeconomics	3
ECN 232 Macroeconomics	3
MAT 201 Probability & Statistics	3
BUS 138 Fundamentals of Business	3
BUS 141 Business Communications	3
BUS 201 Principles of Accounting I	3
BUS 202 Principles of Accounting II	3
BUS 222 Business Computing Applications ¹	3
BUS 235 Leadership and Team Skills	3
BUS 245 Principles of Marketing	3
BUS 271 Principles of Management	3
BUS 332 Business Finance	3
BUS 361 Business Law	3

Senior Experience:
 BUS495 Senior Seminar in Business 3
 select one of these options¹
 BUS 489 Senior Project in Business **OR** 3
 BUS 498 Business Internship/Overseas Study² 3

¹ See your advisor to determine the best option for your concentration.
² The ISB dean must approve the courses of study.
³ BBA students are required to take 2 computer courses. Typically these are CIS102 and BUS222. Students going directly into BUS222 should take CPT 202 to fulfill this requirement. Students may also take ARD114 providing they meet the pre-requisite requirement

BUSINESS CONCENTRATIONS (Select one below) 23-25 credits

ISB students must achieve a grade of C- or better in their concentration courses (requirements and electives) in order to be granted a BBA degree

ACCOUNTING 25 credits

BUS 206 Accounting Software for Small business	1
BUS 301 Intermediate Accounting I	3
BUS 302 Intermediate Accounting II	3
BUS 315 Cost/Managerial Accounting	3
BUS 324 Income Tax Accounting	3
BUS 401 Advanced Accounting	3
BUS 405 Accounting Systems	3
BUS 420 Auditing	3
Elective Working with your advisor, select one BUS/ECN course.	3

ARTS MANAGEMENT 23 credits

ARD 100 Introduction to Visual and Plastic Arts	3
ARD 211 Noetic Skills	3
ARD 311 Design Research Skills	2
ARD 329 Art & Design Project Management.	3
ARD 403 Contemporary Criticism	3
BUS 125 Art Business	3
BUS 340 e-Marketing	3
HIS 303 History of Art III	3

HEALTHCARE MANAGEMENT 24 credits

BUS 381 Human Resource Management OR	3
BUS 386 Organizational Behavior	3
HCM 321 Epidemiology in Healthcare	3
HCM 352 Healthcare Law and Ethics	3
HCM 412 Healthcare Delivery	3
HCM 426 Healthcare Finance	3
HCM 432 Healthcare Quality	3
HCM 442 Healthcare Information Systems	3
HCM 499 Senior Capstone	3

INTERNATIONAL BUSINESS 24 credits

BUS 388 Global Entrepreneurship	3
BUS 395 Project Management	3
BUS 448 International Marketing	3
ECN 331 Global Economy	3
BUS 310 Cross-Cultural Business Communication	3
Electives Working with your advisor, select nine credits of 300/400 level BUS, foreign language, or FNS elective courses.	9

Students in the International Business concentration should consider doing a 1 or 2 semester international exchange.

MANAGEMENT AND ENTREPRENEURSHIP 24 credits

BUS 381 Human Resource Management	3
BUS 386 Organizational Behavior	3
BUS 395 Project Management	3
BUS 435 Entrepreneurship	3
BUS 481 Research Methods in Business Decision-Making	3
Electives Working with your advisor, select nine credits of 300/400 level BUS/ECN courses.	9

MARKETING 24 credits

BUS 340 e-Marketing	3
BUS 348 Relationship Sales	3
BUS 346 Marketing Communication	3
BUS 447 Marketing for Small Business	3
BUS 481 Research Methods in Business Decision-Making	3
Electives Working with your advisor, select any nine credits of BUS/ECN/PSY/SOC/COM/ARD courses; six credits must be at the 300/400 level. Students in the marketing concentration should take CPT 202 Digital App. and Tech. for Life as an elective.	9

SPORTS MANAGEMENT 24 credits

BUS 351 Sports Marketing	3
BUS 374 Principles of Sports Management	3
BUS 352 Sport Business and Finance	3
BUS 453 Athletic Administration & International Sport	3
BUS 454 Facility and Game Event Management	3
Electives Working with your advisor, select nine credits of 300/400 level BUS or ECN elective courses.	9

OPEN ELECTIVES 13-14 credits

TOTAL CREDITS: 124

ADDITIONAL DEGREE REQUIREMENTS

- Count no more than 12 credits of MUS, DRM, and WEL towards graduation.
- Complete at least 24 of the last 30 credits at Finlandia immediately prior to graduation. An exception will be made for international exchanges
- Complete at least 30 credits at the 300/400 level at Finlandia.
- Attain a minimum cumulative GPA of 2.0.
- Complete at least three Writing Intensive (WI) courses

BACHELOR OF BUSINESS ADMINISTRATION—SUGGESTED COURSE SEQUENCE 2017-2018

See your advisor for sequencing of courses within your business concentration during your sophomore, junior, and senior years.

FRESHMAN - FALL SEMESTER		14-17 CREDITS
*ENG 103	College English I	3
*MAT 144	Math for Liberal Arts OR	4 or
*MAT 145	College Algebra	4
BUS 138	Fundamentals of Business	3
*CIS 102	Introductory Computer Applications	3 or
BUS 222	Business Computing Applications	3
UNS 115	Sisu Seminar	1
Gen. Ed./Elective	Humanities, Social Science or free elective	3

SOPHOMORE - FALL SEMESTER		15-16 CREDITS
BUS 201	Principles of Accounting I	3
BIO, CHM, PHS	Lab Science	4 or
BUS 235	Leadership and Team Skills	3
BUS 245	Principles of Marketing	3
ECN 231	Microeconomics	3
REL/FNS	Religion or Finnish Studies	3

JUNIOR - FALL SEMESTER		18 CREDITS
BUS 332	Business Finance	3
BUS Concen.	BUS Concentration	3
BUS Concen.	BUS Concentration	3
Core Cur./Elective	Humanities, Social Science or free elective	3
Core Cur./Elective	Humanities, Social Science or free elective	3
Core Cur./Elective	Humanities, Social Science or free elective	3

SENIOR - FALL SEMESTER		15 CREDITS
Concen./Elective	BUS Concentration or free elective	3
BUS Concen	BUS Concentration	3
BUS Concen	BUS Concentration	3
Core Cur./Elective	Humanities, Social Science or free elective	3
Open Elective		3

*Must be successfully completed before taking courses at the 300/400 level.

FRESHMAN - SPRING SEMESTER		15 CREDITS
*ENG 104	College English II	3
^*MAT 145	College Algebra	4 or
BIO, CHM, PHS	Lab Science	4
COM 108	Fundamentals of Public Speaking	2
BUS 141	Business Communication	3
BUS 222	Business Computing Applications or	3 or
Core Cur./Elective	Humanities, Social Science or free elective	3

SOPHOMORE - SPRING SEMESTER		15 CREDITS
BUS 202	Principles of Accounting II	3
ECN 232	Macroeconomics	3
BUS 271	Principles of Management	3
MAT 201	Probability & Statistics	3
Core Cur./Elective	Humanities, Social Science or free elective	3 or
BUS 235	Leadership and Team Skills	3

JUNIOR - SPRING SEMESTER		18 CREDITS
BUS 361	Business Law	3
BUS Concen.	BUS Concentration	3
Concen./Elective	BUS Concentration or free elective	3
Concen./Elective	BUS Concentration or free elective	3
Core Cur./Elective	Humanities, Social Science or free elective	3
Core Cur./Elective	Humanities, Social Science or free elective	3

SENIOR - SPRING SEMESTER		15 CREDITS
BUS 489	Senior Project in Business	3 or
BUS 498	Business Internship/Overseas Study ¹	3
BUS495	Senior Seminar in Business	3
Concen./Elective	BUS Concentration or free elective	3
Concen./Elective	BUS Concentration or free elective	3
Concen./Elective	BUS Concentration or free elective	3

¹BUS 498 may also be taken in the summer prior to the senior year or during the fall semester of the senior year. See your advisor to adjust your schedule accordingly.

GENERAL EDUCATION AND PROGRAM CHECKLIST

CORE CURRICULUM REQUIREMENTS (38)			
<u>COURSE</u>	<u>CREDITS</u>	<u>SEM./YR.</u>	<u>GRADE</u>
ENG 103	3		
ENG 104	3		
COM 108	2		
MAT 144 or 145	4		
UNS 115	1		
REL/FNS	3		
Science	4		
Humanities	9		
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Social Sciences	9		
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

BBA CONCENTRATION CHECKLIST (23-25)			
<u>COURSE</u>	<u>CREDITS</u>	<u>SEM./YR.</u>	<u>GRADE</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

OPEN ELECTIVES CHECKLIST (13-14)			
<u>COURSE</u>	<u>CREDITS</u>	<u>SEM./YR.</u>	<u>GRADE</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

BBA CORE REQUIREMENTS (48)			
<u>COURSE</u>	<u>CREDITS</u>	<u>SEM./YR.</u>	<u>GRADE</u>
CIS102	3		
ECN 231	3		
ECN 232	3		
MAT 201	3		
BUS 138	3		
BUS 141	3		
BUS 201	3		
BUS 202	3		
BUS 222	3		
BUS 235	3		
BUS 245	3		
BUS 271	3		
BUS 332	3		
BUS 361	3		
BUS495	3		
BUS 489 or	3		
BUS 498	3		

TOTAL CREDITS: _____

ADDITIONAL DEGREE REQUIREMENTS

- o Count no more than 12 credits of MUS, DRM, and WEL towards graduation.
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