

Application to Upper Division for:			MTSU ID						
2022-2023 – B.B.A. – Major: Management and Leadership, Human Resource Management Concentration Courses other than electives should normally be taken in the year and sequence shown.				E-Mail Address					
COURSES REQUIRED		Hours		Approved Substitutions and Elective Descriptions					
Where alternatives or electives are listed please list the ones taken.		1st Sem	2nd Sem	Course Title and No.	Sem Hrs	Where Taken if not at MTSU	+ / - Hrs	Validation Date/Notes	
FRESHMAN	COMM: ENGL 1010	3							
	COMM: ENGL 1020		3						
	MATH: MATH 1630 or 1810	3							
	COMM: COMM 2200		3						
	SCI (2 RUBRICS): ASTR 1030/1031; BIOL 1030/1031, 1110/1111, 2010/2011, 2020/2021; CHEM 1010/1011, 1030/1031, 1110/1111; GEOL 1030/1031, 1040/1041; PGEO 1030; PHYS 1110, 2010/2011, 2110/2111; PSCI 1030/1031, 1130/1131	4							
	SOC/BEH/CORE: ECON 2410 Prin of Econ Macro	3							
	CORE: ECON 2420 Prin of Econ Micro		3						
	Elective	1							
	Elective		3						
	SOPHOMORE	HUM/FA: ENGL 2020, 2030; HUM 2610	3						
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; MUHL 1610; PHIL 1030; THEA 1030		3	3						
HIST (2 COURSES): HIST 2010, 2020, 2030, 2040, 2050		3							
SOC/BEH: AST 2100; ANTH 2010; GEOG 2000; GS 2010; HLTH 1530/1531; EMC/JOUR/RIM 1020; PS 1005,1010; PSY 1410; RS 2030; SOC 1010,2010; WGST 2100			3						
CORE: ACTG 2110 Prin of Actg I		3							
CORE: ACTG 2120 Prin of Actg II			3						
CORE: BIA 2610 Statistical Methods			3						
Elective		3							
JUNIOR		CORE: BIA 3620 Intro Bus Analytics	3						
		CORE: INFS 3100 Prin of MIS		3					
	CORE: MGMT 3610 Prin of Management	3							
	MAJ: LEAD 3010 Leadership Skills & Development	3							
	CORE: MKT 3820 Prin of Marketing	3							
	CORE: FIN 3010 Prin of Corporate Finance		3						
	CORE: BLAW 3400 Leg Env of Business		3						
	MAJ: MGMT 3640 Managing Key Performance Indicators		3						
	MAJ: MGMT 3810 Human Resource Mgmt	3							
	MAJ: MGMT 4640 Talent Acquisition & Management		3					Check course rotation	
SENIOR	Business Elective		3						
	CORE: BUS 3000 Dale Carnegie	3							
	CORE (W): MGMT 3620 Supply Chain Ops	3							
	MGMT 4950 Management Applied Experience or BUAD 4000 College to Career	3							
	MAJ: MGMT 3940 Ethical Leadership in Business	3							
	MAJ: MGMT 4650 Training & Development		3					Check course rotation	
	MAJ: MGMT 4660 Compensation Management	3						Check course rotation	
	MAJ: MGMT 4680 Organization Behavior		3					Check course rotation	
	MAJ: MGMT 4690 Strategic Innovation in HRM		3						
	CORE: BUAD 4980 Strategic Management		3						
Take at MTSU in last semester (check prerequisites)									
Business core (CORE) requirement courses must be completed before taking BUAD 4980.									
Courses required in major (MAJ) cannot be used in minor. Student cannot double major or double minor in business.									
					Advisor				
					Date				

Mark box below to select a Minor (one business minor option must be selected).

<input type="checkbox"/> Minor: Business Administration (courses built into UD form)			<input type="checkbox"/> Alt. Bus. Minor (Optional):		
Course	Hrs	Grades/Notes	Course	Hrs	Grades/Notes
ACTG 2110 Prin of Actg I	3			3	
ACTG 2120 Prin of Actg II	3			3	
BLAW 3400 Legal Env of Business	3			3	
FIN 3010 Prin of Corporate Finance	3			3	
INFS 3100 Prin of MIS	3			3	
MGMT 3610 Prin of Management	3			3	
MKT 3820 Prin of Marketing	3				
Total	21		Total		
GPA (2.0 Min.)			GPA (Note Min)		
These courses are required in this curriculum and constitute a minor. Must take 3 upper-division hours at MTSU.					

Graduation Requirements	Minimum	Notes
Total Semester Hours	120 semester hours	
Grade Point Average	2.00 GPA	
Upper-Division Hours	36 semester hours	
Major GPA (Minimum: 2.0)	2.00 GPA	
MTSU Upper-Division Hours in Major	12 semester hours	
GPA in all Jones College Minor(s)	2.00 GPA	
MTSU Upper-Division Hours in Minors	3 semester hours	
Cumulative GPA in Jones College CORE Courses (ACTG, BIA, BLAW, BUAD, BUS, ECON, FIN, INFS, MGMT, MKT)	2.00 GPA	
Senior College Hours	50 semester hours	
Residency Requirement	18 of last 30 semester hours at MTSU	
Minimum MTSU Hours	30 semester hours	
50% Required Business Hours Taken at MTSU	30 semester hours	

Jones College Admission Requirements

Students must be admitted at least one semester prior to anticipated graduation date.

Requirements	Met	Notes
30 sem hrs degree credit		
Completion of all high school deficiency requirements		
Completion of all academic enrichment requirements		
Inclusive GPA ≥ 2.250 on all college-level coursework		
Pre-Business Required Courses (GPA ≥ 2.250)	G R A D E	MTSU and transfer grades are used in the pre-business calculation
ACTG 2110 Principles of Accounting I		
ECON 2410 Principles of Economics, Macroeconomics		
ECON 2420 Principles of Economics, Microeconomics		
BIA 2610 Statistical Methods		

Students who are juniors and meet prerequisites may register for the following courses before being fully admitted to the Jones College:
BIA 3620, BLAW 3400, BUS 3000, FIN 3010, INFS 3100, MGMT 3610, MGMT 3620, MKT 3820.

Registration or credit in these courses does not guarantee admission to the Jones College.

Student Instructions

One (1) copy signed by major advisor should be filed with your Graduation Analyst - Undergraduate Services two semesters before you intend to graduate by sending to MTSU Box 85. An Intent to Graduate form should be filed in BAS N208 during the first semester of the senior year.

1. This form is for guidance purposes only. The official program is checked and verified by your Graduation Analyst - Undergraduate Services.
2. Transfer credits and substitutions must be initiated by the advisor.

Graduation Analyst - Undergraduate Services (BAS N208), Jennings A. Jones College of Business	Date
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