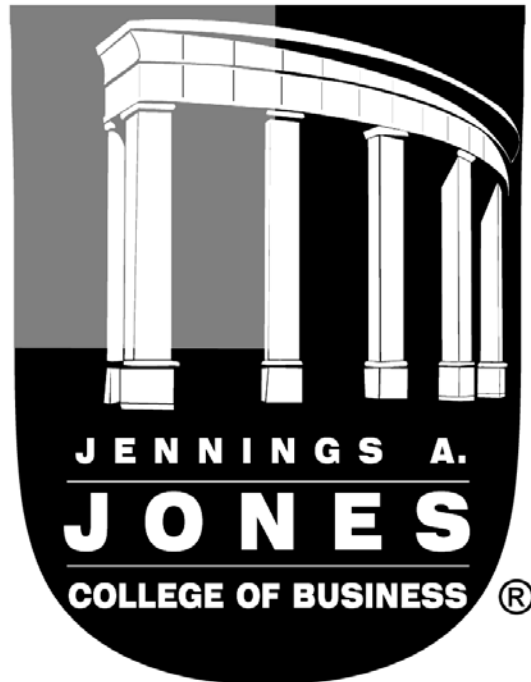


**MIDDLE TENNESSEE
STATE UNIVERSITY**



Student Handbook

Requirements Effective Fall 2011 / Summer 2012, Version 9

Departments in the Jennings A. Jones College of Business:

Accounting
Business Communication and Entrepreneurship
Computer Information Systems
Economics and Finance
Management and Marketing

www.mtsu.edu/business

Welcome to the Jennings A. Jones College of Business! This student handbook was developed for business majors to supplement the University Catalog—not replace it. Information you need to know throughout your college career is included in this handbook. This handbook has an alphabetic (A-Z) arrangement of terminology, academic policies, and procedures and contains advising forms for business majors showing prerequisite courses. Additionally, scheduling tips, course rotation schedule, and testing options are included. If you have any questions after reviewing the handbook, feel free to call 615-898-2764 or stop by the Jennings A. Jones College of Business Advising Center. The Advising Center is located in the Business and Aerospace Building at Founders Lane and MTSU Boulevard (BAS 219N).

Admission into Jones College

Students who plan to major in the Jones College are designated “pre-business” in the department of their intended major until they have met the following requirements and have been fully admitted. Majoring in business is a two-step process: (1) admission to MTSU; and, (2) completion of the following requirements.

- Complete a minimum of 30 semester hours of degree credits (excluding academic enrichment ‘prescribed courses’ and high school deficiencies)
- Complete all high school deficiency requirements
- Complete all academic enrichment (prescribed course) requirements
- Have at least a 2.250 cumulative GPA on all attempted college level coursework
- Complete the following pre-business courses with a passing grade and with a minimum 2.000 GPA among the four courses: ACTG 2110, QM 2610, ECON 2410, and ECON 2420
- Complete Jones College Admission Application
- Students with Business minors and others wanting to take upper-division courses must have attained junior status, earned a 2.00 GPA and completed a request form

Beta Gamma Sigma

Election to membership in BΓΣ is the highest scholastic honor that a student in a school of business can achieve. Your eligibility for membership in BΓΣ places you in a very select group. Membership is restricted to students of high scholarship in institutions with programs accredited by AACSB International— Association to Advance Collegiate Schools of Business. Fewer than one-fourth of all institutions offering degrees in business and management in the United States and Canada have met the standards required for accreditation, and the selection standards for membership in BΓΣ place you among a very elite group. Beta Gamma Sigma has three purposes: to encourage and reward scholarship, to promote advancement of education in business, and to foster integrity in the conduct of business operations.

Beta Gamma Sigma is open to business majors. To be eligible for membership, a student must rank in the upper seven percent of the junior class, upper ten percent of the graduating senior class, or upper twenty percent of the graduating master’s class. Students are elected to membership and publicly recognized at the annual initiation ceremony during the spring semester. Graduating BΓΣ members are invited to wear an “honor cord” as part of their academic regalia at graduation.

Career Development Center

The Career Development Center assists students and alumni in their search for part-time employment, internships, and career opportunities following graduation. The center provides a Career Resource Library; on-campus interviews with prospective employers from business, government, and education; job postings; and resumes referrals. Special events include a comprehensive Career Day in September, Nurses/Health Career Day in November, Summer Jobs/Internship Fair in February, and the Nashville Area College to Career Fair in the spring.

Students and alumni should register with the Career Development Center using Lightning JobSource. The Career Center creates accounts for students to register with the center and import their resumes for referrals to employers. This feature places the resumes in an electronic password-protected system that allows authorized employers to access them. Additionally, one of the required classes for all Business majors (BCEN 3510 Business Communication) assists students in preparing a resume and cover letter. Visit the Career Development Center in Keathley University Center 328, and the Web site at www.mtsu.edu/~career.

Additional opportunities for placement are available through departmental activities, professional business student organizations, and Jones College of Business faculty. Since student business organizations, departments, and faculty are active in the community through special programs, projects, and consulting activities, many businesses call upon the Jones College of Business directly with career opportunities.

Catalog

The MTSU catalog presents courses, curriculum requirements, academic policies, and other rules and regulations affecting students at MTSU. Catalogs are published on-line every year. You can complete the requirements of the catalog in effect at the time you enter or choose any subsequent catalog during the time that you are enrolled. A catalog is valid for eight (7) years. Areas of particular interest to business majors are the *Academic Regulations* section, the *Academic Policies and Procedures* section, the *General Education Requirements* section,

and the *Jennings A. Jones College of Business* section. In the latter, you will find the degree requirements for business majors and full descriptions of all business courses offered.

College Level Examination Program (CLEP)

Students enrolled at MTSU may earn college credit for scores equal to or greater than the 50th percentile. Semester hours of credit toward graduation are earned on the basis of these tests, but grades or quality points are not given. These tests are computer based and administered by appointment. The application and the MTSU service fee (\$25, payable by cash or check to MTSU) are due in Guidance Services – Testing Services, Keathley University Center 327, 615-898-2863, when an appointment is made. The \$70 CLEP fee (payable by credit card, check, or money order to CLEP) is due the day of the test. You must present your photo I.D. Students may not take a CLEP exam for any course noted on their academic transcript, this includes 'W'. Any exam may be repeated after six months or more. Credit is available for the following examinations administered by the College Level Examination Program:

<i>CLEP Examination</i>	<i>Credit</i>	<i>MTSU Course</i>
<i>College Mathematics (total score of 45 or greater)</i>	3	<i>MATH 1010</i>
<i>American Government</i>	3	<i>P S 2010</i>
<i>American History I: Early Col. to 1877</i>	3	<i>HIST 2010</i>
<i>American History II: 1865 to Present</i>	3	<i>HIST 2020</i>
<i>Analysis & Interpretation of Literature (Essay)</i>	3	<i>ENGL 2030</i>
<i>Calculus</i>	4	<i>MATH 1910</i>
<i>Calculus with Elementary Functions</i>	3	<i>MATH 1710</i>
<i>Pre-calculus</i>	4	<i>MATH 1730</i>
<i>College Algebra</i>	3	<i>MATH 1710</i>
<i>General Biology</i>	4	<i>BIOL 1030</i>
<i>General Chemistry</i>	8	<i>CHEM 1110, 1120,</i>
<i>Financial Accounting</i>	3	<i>ACTG 2110</i>
<i>Introduction to Business Law</i>	3	<i>BLAW 3430</i>
<i>Principles of Macroeconomics</i>	3	<i>ECON 2410</i>
<i>Principles of Microeconomics</i>	3	<i>ECON 2420</i>
<i>General Psychology</i>	3	<i>PSY 1410</i>
<i>Abnormal Psychology</i>	3	<i>PSY 3230</i>
<i>Introductory Sociology</i>	3	<i>SOC 1010</i>
<i>Principles of Management</i>	3	<i>MGMT 3610</i>
<i>Principles of Marketing</i>	3	<i>MKT 3820</i>
<i>Trigonometry</i>	3	<i>MATH 1720</i>
<i>Western Civilization I: Ancient Near East to 1648</i>	3	<i>HIST 1010</i>
<i>Western Civilization II: 1648 to Present</i>	3	<i>HIST 1020</i>

Course Repeat

You may repeat any course in which you have received a grade of "C" or lower. The last grade earned will stand, even if that grade is lower than the first attempt. The first attempt is always removed from calculation of the grade point average (GPA), but each subsequent attempt is calculated into the GPA. No course should be attempted more than twice except upon the advice of the faculty advisor. Veterans receiving educational assistance benefits may not repeat courses previously passed and receive financial assistance. Students may not repeat a course in which they have previously earned the grade of "A" or "B" without written approval from the dean of the college in which they are majoring. Students may use either ENGL 2020, 2030, 2130, 2230, 2330, or HUM 2610 interchangeably for purposes of repeating a course. Repeats should automatically be flagged on your transcript once you register and complete the course again. However, if this does not occur, your academic advisor needs to complete a Course Repeat Form and submit the form to the Records Office. This form may be needed if the course number has changed, you transferred courses that equated as lower division electives (ELLD or LD01-LD99) or as upper division electives (ELUD or UD01-UD99), or you transferred prior to transfer work being posted to the computer system (prior to Spring 1991). *NOTE: You are not required to repeat a "D" except when another course requires a "C" or higher as a prerequisite. The Accounting major requires a "C" or higher in all accounting courses. Certain Finance majors require a "C" or higher in Finance 3010 and ECON 3210 in order to progress to required major courses.*

Credit by Special Examination (Undergraduate) or "Challenge Exam"

Any student enrolled in the University who receives departmental approval is eligible to receive credit by special examination for certain MTSU courses. A nonrefundable fee of \$20 will be charged for each semester hour of credit (i.e., \$20 X 3 credit hours = \$60). Students seeking credit by examination should, on forms provided by the Admissions Office, request approval from the chair of the department in which the course is offered. The examination shall be comparable in scope and difficulty to a comprehensive final examination in that course. You must score at least 70 percent to pass any Challenge Exam. No student will be allowed to repeat a special examination in a given course within one year. The student will receive credit, to be recorded as P (Pass) on the student's transcript upon passing the examination

with a minimum equivalent grade of C. The form must be received not later than two weeks prior to the first day of final exams for the current term. The following are courses available for Credit by Special Examination in the College (see the Department Chair to inquire about any courses not listed):

ACTG 3110 and 3120—Intermediate Accounting I & II

Please contact the Department of Accounting at 615-898-2558 (BAS N425A) to make an appointment to take the exam and for suggestions on how to prepare for the exam. A review of any current text covering the appropriate topics is suggested.

ACTG 3310—Cost Accounting

Please contact the Department of Accounting at 615-898-2558 (BAS N425A) to make an appointment to take the exam and for suggestions on how to prepare for the exam. A review of any current text covering the appropriate topics is suggested.

INFS 2200—Introduction to Microcomputing

The exam is true/false and multiple choice. Please contact Dr. Jong-Sung Lee at 615-898-5938 (BAS N352), jslee@mtsu.edu, to make an appointment to take the exam. Major topics covered on the exam include Microsoft Office software. A suggested way to prepare is to review topics listed in the table of contents of each text and practice each topic on a personal computer. Talk with the instructor for additional insights and suggested texts.

INFS 3100—Principles of Management Information Systems

The exam is multiple choice, true/false, and fill-in-the-blank. Please contact Dr. Jong-Sung Lee at 615-898-5938 (BAS N352), jslee@mtsu.edu, to make an appointment to take the exam. Major topics covered on the exam include information systems technology, applications, and development and management. Review your class notes and textbook to prepare for the exam. A suggested text to review is *Introduction to Information Systems*, 10th edition, by James A. O'Brien.

Dean's List

To be eligible for the dean's list, you must have completed a full-time schedule (12 hours or more) and have a GPA of at least 3.50 for the semester.

Grade Point Average

Each grade is assigned a numerical equivalent as follows (effective Fall 2000, plus/minus grading was implemented):

	B+ = 3.33	C+ = 2.33	D+ = 1.33		
A = 4.00	B = 3.00	C = 2.00	D = 1.00	F = 0.00	
	B- = 2.67	C- = 1.67	D- = 0.67		

To calculate a GPA, the grade's numerical equivalent is multiplied by the number of credits a course is worth. The product represents quality points earned by completion of the course.

Grade of A	x 3 hour	= 12.00 quality points
Grade of B+	x 3 hour	= 9.99 quality points
Grade of C-	x 4 hour	= 6.68 quality points
Grade of D	x 2 hour	= 2.00 quality points
Grade of F	x 3 hour	= 0.00 quality points

A GPA calculator may be located at www.mtsu.edu/~records/gpa.htm.

Graduation with Honors

Graduation with Honors is based on the following GPAs:

Cum Laude:	3.500 – 3.749
Magna Cum Laude:	3.750 – 3.899
Summa Cum Laude:	3.900 – 4.000

Recognition at the graduation ceremony is based on the GPA at the beginning of the final semester. Notation on the diploma and transcript is based on the cumulative GPA on all degree courses.

High School Deficiencies

Students admitted to MTSU with high school unit requirement deficiencies will be required to remove these deficiencies by taking specific courses. New freshman students must remove deficiencies within the first 64 hours of enrollment and transfers within the first 30 hours of enrollment. Courses used to satisfy high school deficiencies may be used toward completion of specific degree requirements. A hold will be placed on your registration every semester until the deficiency is removed.

Incomplete (“I”) Grades

If a student receives an “I” for a course, he or she does not re-register nor pay fees for the course again. Such students should work only with the course instructor to complete grade requirements. The ‘incomplete’ must be removed during the succeeding semester, excluding summer. Otherwise, the grade of “F” is entered. The “I” grade carries no value until converted to a final grade.

Minor

Each business major has an incorporated minor. This minor cannot be changed. A second minor is optional; however, it cannot be in the Jones College of Business. A second minor may require additional hours for graduation. **NO STUDENT MAY DOUBLE MAJOR OR DOUBLE MINOR IN THE COLLEGE OF BUSINESS.** This restriction helps maintain the high quality and breadth of learning needed in today’s business world.

Probation and Suspension

A student will be placed on academic probation if he/she fails to attain a 2.00 GPA for the current term and does not meet one of the following cumulative GPA requirements:

00 - 29.99 quality hours attempted - 1.50 GPA

30 - 49.99 quality hours attempted - 1.80 GPA

50 or more quality hours attempted - 2.00 GPA

A student on probation who fails to meet the above standards during the next semester of enrollment will be suspended. Students previously suspended are not eligible for probationary status. A first suspension requires that the student stay out of school for one semester. Summer terms do not count for this purpose. A second or subsequent suspension results in dismissal from the University for one calendar year.

Request for Overload Form

Eighteen (18) semester hours is the maximum load in the Fall, Spring, and Summer. The following are the maximum number of semester hours in the Summer:

Session I	4 hours
Session II	8 hours
Session III	14 hours
Session IV	8 hours
All Sessions	combined total of 18 hours

An overload may be requested from the Dean if any student wishes to attempt more than the maximum load. Overloads may be granted for students with a 3.50 average on all college work attempted who may be permitted to take up to 21 semester hours in a semester; students with a 3.00 average who may be permitted to take a maximum of 19 hours in a semester provided one hour is Military Science, Physical Education activity, or CSCI 1000; or graduating seniors who may be permitted to take an overload with the limits above during the last semester in residence in order to graduate. Overloads will not typically be considered unless a student has earned at least 12 MTSU hours.

Scheduling Suggestions

- Start a series of classes and continue them one semester after another. When one course builds from another, it is very helpful to take the courses back to back. These type series include:

<i>ENGL 1010</i>	<i>MATH 1710 (if required)</i>	<i>ACTG 2110</i>
<i>ENGL 1020</i>	<i>MATH 1630 or 1810</i>	<i>ACTG 2120</i>
<i>ENGL 2020 or 2030</i>	<i>QM 2610</i>	<i>ACTG 3020 or 3310 (if required)</i>
	<i>QM 3620</i>	

- Be aware of courses used in your major and minor GPA calculations. Typically, students with GPA problems in their majors or minors were not aware of the courses used to calculate the GPA.
- You can have a “D” in your major, minor, or other classes as long as you maintain a 2.0 or higher GPA. The best rule of thumb is if you have a “D” in your major or minor or other classes, make sure you have a “B” to offset it. This is very important in your major and minor since only a few courses are used in these GPA calculations. If another course builds from the course, you need to determine if your foundation is strong enough to successfully complete the more advanced course.

Exceptions:

→ Accounting majors must have a “C” or better in all accounting courses.

→ Finance majors must have a “C” or better in FIN 3010 Business Finance in order to take FIN 4010 Intermediate Financial Management, Finance 4110 Managerial Finance and FIN 4860 International Financial Management. Economics and Finance majors must also have a “C” or better in ECON 3210 to be eligible to take ECON/FIN 4260 and 4360.

Beginning Fall Semester 1995, the grade of “D” is no longer awarded to students in ENGL 1010 or 1020. To receive credit you must earn at least a “C-” or higher. The grade of “N” will be awarded to students who complete the first attempt of the course but fail to meet minimum standards. The grade of “N” will be assigned only once in ENGL 1010 and 1020; in subsequent semesters the student will be assigned a grade of “F” if minimum writing standards are not met. The grade of “N” is not punitive (calculated

into quality hours or quality points–GPA). Transfer students who transfer grades of “D” in ENGL 1010 and/or 1020 (taken Fall 1995 and thereafter) will be required to repeat the course(s).

Scholarships and Awards

Several scholarship and award opportunities are available in the Jones College of Business:

- ➔ **Accounting Alumni Appreciation Day Scholarship Senior**
Awarded to the Accounting major who graduated in December or is projected to graduate in May or August, with the highest GPA.
- ➔ **Accounting Alumni Appreciation Day Scholarship Junior**
Awarded to the Accounting major with Junior standing and the highest GPA
- ➔ **Accounting Alumni Appreciation Day Service Scholarship**
Awarded to the Beta Alpha Psi member who has provided significant service to the Beta Alpha Psi organization.
- ➔ **Accounting Alumni Appreciation Day MS Scholarship**
MTSU Accounting majors enrolling in the M.S. program (with accounting as the primary field) by the fall term of the next academic year.
- ➔ **Archer-Johnstone Scholarship**
Management majors who are residents of Tennessee or Mississippi who complete 55 hours with at least a 3.00 GPA and demonstrate leadership abilities are eligible. The \$1,000 award is applied toward tuition.
- ➔ **Bill and Linda Mooningham Scholarship**
Recognizes and provides financial assistance to a current or prospective accounting student, who possesses and demonstrates outstanding leadership qualities with a minimum 2.8 GPA. The \$1,000 award is renewable for seven semesters.
- ➔ **Billy W. Balch Scholarship**
Undergraduate or graduate Economics majors who have at least a 3.0 GPA are eligible. The scholarship is for \$1,000, to be divided equally between fall and spring semesters for one academic year.
- ➔ **Corcoran Scholarship**
Incoming freshmen who exhibit a talent and desire to study Economics and Finance have first priority. The scholarship is a one-time award, and the amount varies based on the availability of funds. Criteria include: incoming freshmen, Economics or Finance major, GPA, and financial need.
- ➔ **Economics and Finance Faculty Scholarship**
Economics and Finance majors are eligible in their junior year. The scholarship is a one-time award, and the amount varies based on the availability of funds. Criteria include: financial need, high GPA (preferably 3.0 or above), must enroll for one more year in the coming Fall semester, must have completed at least 60 credit hours, and at least one semester at MTSU.
- ➔ **Elaine Stepp Parchment Award**
Award is given to the outstanding junior majoring in Business Education, Marketing Education, or Office Management. Recipient must be current, full-time student at MTSU for last two semesters, and completed 60-89 semester hours toward the major.
- ➔ **E. W. (Wink) Midgett Scholarship**
Accounting majors are eligible, and the criteria include: full-time student, accounting major, completed ACTG 3110, Intermediate Accounting and Reporting I, at least 3.0 GPA in all accounting courses completed, and 2.5 cumulative GPA.
- ➔ **Firman Cunningham Scholarship**
Juniors majoring in economics are eligible. The scholarship is a one-time award, typically, based on financial need.
- ➔ **Grady R. Haynes Scholarship**
Business Education, Marketing Education and Office Management majors are eligible. Recipient must have completed 40 semester hours with a minimum GPA of 2.80. Involvement of leadership activities is considered.
- ➔ **Institute for Supply Management Scholarship**
Business Administration, Management and Marketing majors who have earned at least 72 hours with a minimum 3.0 GPA and are interested in careers in purchasing management.
- ➔ **Ivey Chance Memorial Scholarship**
Business Education, Marketing Education, and Office Management majors are eligible who are entering their senior year. The scholarship is a one-time award of \$500. Criteria include: completed 80 semester hours including 15 semester hours in major, earn at least 2.75 GPA cumulatively and 3.0 in major.
- ➔ **J. D. and Marge Vance Scholarship**
Marketing majors are eligible at the end of their freshman year, and the scholarship is renewable for 3 years as long as the student maintains at least a 3.0 GPA. The scholarship is for fall and spring semesters and the amount varies based on availability of funds. The criteria include: sophomore status, minimum 3.0 GPA, Tennessee resident, full-time student, and marketing major. Financial need and leadership qualities are also considered.
- ➔ **James C. Douthit Scholarship in Business Administration**
Business Administration majors who are residents of Tennessee who complete 55 hours with at least a 3.00 GPA and demonstrate leadership abilities are eligible. The \$500 award is applied toward tuition.
- ➔ **Joe E. Sawyer Business Education Award and NBEA Award of Merit**
Business Education major with a teaching concentration that has completed 90 hours.
- ➔ **Martin Chair of Insurance Scholarships**
Insurance majors and minors are eligible. The scholarships are funded by various resources and criteria vary based on the scholarship. Typical criteria include GPA and hours earned. Details and applications are available in the Martin Chair of Insurance Office, BAS N330.

- ➔ **Michael H. Peters Production and Operations Management Scholarship**
Management majors who are residents of Tennessee who complete 55 hours with at least a 3.00 GPA and demonstrate leadership abilities are eligible. The \$1,000 award is applied toward tuition.
- ➔ **Murfreesboro Credit Bureau Scholarship**
Entering freshmen that graduate from a Rutherford County High School majoring in Business are eligible. The scholarship is renewable for a maximum of 8 academic semesters. Criteria include: Rutherford County resident for at least one year, proven academic record, and good moral character. The scholarship is for \$1,500 to be divided equally between the fall and spring semesters.
- ➔ **Nancy Fann Business Education Scholarship**
Need based scholarship for one student in the Jones College of Business with first preference to be given to a student majoring in Business Education, Marketing Education, and Office Management. Recipient must have completed 30 semester hours of credit with at least 15 hours at MTSU and have an overall and major GPA of 3.0 or higher. The scholarship is to be awarded and renewed on a semester-by-semester basis.
- ➔ **National Association of Purchasing Scholarship**
Majors in the Department of Management and Marketing are eligible after earning at least 82 hours with a minimum 3.0 GPA and are interested in careers in purchasing management.
- ➔ **Outstanding Business Administration Junior Award**
Award of \$250 to \$500 based on the availability of funds. The scholarship is a one-time award and is given to the junior business administration major with the highest GPA.
- ➔ **Outstanding Marketing Junior Award- Bernard Goldstein Scholarship**
Award of \$250 to \$500 based on the availability of funds. The scholarship is a one-time award and is given to the junior marketing major with the highest GPA.
- ➔ **Outstanding Business Administration, Management, and Marketing Senior Awards**
Awards of \$200 to \$400 are given to the graduating senior in each area who has the highest GPA.
- ➔ **Outstanding Economics and Finance Senior Award**
Recognition plaque and award of \$100 is given to the outstanding senior who has the highest GPA with consideration being given to student organization and career field involvement.
- ➔ **Outstanding Junior and Senior and Highest GPA in CIS Awards**
Awards are given based on major in CIS, GPA, and academic performance in the major.
- ➔ **Outstanding Management Junior-Fowler Todd Award**
Management majors are eligible in their junior year. The \$250 scholarship is awarded for one year. The scholarship is awarded to the junior management major with the highest GPA.
- ➔ **Outstanding Office Management Senior Award**
Award of \$250 is given to the outstanding senior who has the highest GPA with consideration being given to student organization and career field involvement.
- ➔ **PRIMUS Financial Services Scholarship**
Finance majors are eligible in their junior and senior years, and the scholarship is a one-time award. Criteria include: junior or senior standing, 2.8 GPA or better, and also considers participation in a leadership capacity in campus or community activities.
- ➔ **Restorative Health Services Annual Marketing Scholarship**
Marketing majors who are residents of Tennessee who complete 55 hours with at least a 3.00 GPA and demonstrate leadership abilities are eligible. The \$1,000 award is applied toward tuition.
- ➔ **Robert L. Martin Memorial Scholarship**
Economics majors are eligible in their junior year, and the scholarship is a one-time award. Criteria include: full-time student, junior standing, 2.7 GPA or better. The scholarship also considers academic performance and financial need.
- ➔ **Sports Marketing Scholarship**
Marketing majors are eligible after completing 72 hours, excluding Prescribed courses. Applicant must be a full-time student and have a 3.00 GPA or better.
- ➔ **Stokely Scholarship**
Economics and Finance majors are eligible in their junior year. The scholarship is a one-time award, and the amount varies based on the availability of funds. Criteria include: financial need, high GPA (preferably 3.0 or above), must enroll for one more year in the coming Fall semester, must have completed at least 60 credit hours and at least one semester at MTSU.
- ➔ **W. Wallace Robertson Accounting Scholarship**
Accounting majors with a minimum GPA of 2.7 and junior standing are eligible. Considerations include academic performance, non-academic activities, leadership, and financial need.
- ➔ **Weatherford Chair of Finance Scholarships**
Finance majors with Financial Institutions Management emphasis are eligible. The scholarships are funded by various financial institutions and criteria vary based on the scholarship. Typical criteria include GPA and hours earned. Details and applications are available in the Weatherford Chair of Finance Office, BAS N330.
- ➔ **William J. Grasty Scholarship**
Provides financial assistance to qualifying non-traditional students majoring in Accounting with at least a 2.5 GPA. Applicant must be full-time and provide an account of time after graduating high school.

Student Organizations

Membership in a number of professional and honorary business organizations is available to students. Organizations open to business majors include the following:

Organization's Name	Sponsor	Who's Eligible	Purpose/Activities
Alpha Kappa Psi	Dr. Sandra Benson BAS N403, 615-898-2348	Business majors and minors with 2.5 cumulative GPAs or better	The purpose is to promote leadership, take on projects, and develop additional skills needed for the real world. Activities include meetings, professional speakers, business tours, and networking with business people from around the country.
Association of Information Technology Professionals (AITP)	Dr. Judy Holmes BAS N357, 615-898-5654 Dr. Charles Apigian BAS N355, 615-898-2375	Computer Information Systems and Computer Science majors and minors	The purpose is to assist students in preparing for careers in information systems fields. Activities include professional speakers, leadership workshops, business tours, and job search assistance.
Beta Alpha Psi	Dr. G. Robert Smith BAS N401, 615-898-2345 Department of Accounting BAS N425A, 615-898-2558	Accounting majors with at least 3.0 GPAs cumulatively and at least 3.0 GPAs in Accounting	The purpose is to introduce students to the professional side of accounting. Activities include meetings with professional speakers, community service projects and site visits to accounting firms and other businesses.
Collegiate Entrepreneurs Organization	Dr. Rachel Smith BAS N452, 615-898-2618 Ms. Kay Blasingame Boike BAS N431, 615-898-5687	Entrepreneurship majors and minors	The purpose is to promote interest in entrepreneurship and encourage enterprise creation.
Economics Club	Dr. Mark Owens BAS N320, 615-898-5617 Dr. Adam Renhoff BAS N315, 615-898-2931	Economics majors with at least 12 semester hours in Economics and 3.0 GPA	The Economics Club serves all economics majors. Omicron Delta Epsilon (ODE) Kappa Chapter of Tennessee is an international honor society in economics. ODE fosters closer ties between students and economics faculty and promotes the economics profession.
Financial Management Association (FMA)	Dr. Frank Michello BAS N318, 615-898-2381 Dr. Doug Timmons BAS N326, 615-898-5750	Anyone interested in Finance	The purpose is to promote an appreciation of finance as a profession. Affiliate of the International FMA Association. Activities include speakers, field trips, and social activities.
FMA Honor Society	Dr. Frank Michello BAS N318, 615-898-2381 Dr. Doug Timmons BAS N318, 615-898-5750	Anyone interested in Finance with at least six hours upper-division finance and 3.25 GPA	The purpose is to promote an appreciation of finance as a profession. Affiliate of the International FMA Association. Activities include speakers, field trips, and social activities.
Gamma Iota Sigma	Dr. Kenneth Hollman BAS N330, 615-898-2673	Insurance majors, minors, and anyone interested in Insurance	☐ is a professional fraternity organized to promote, encourage, and sustain interest in insurance as a profession; encourage high moral and scholastic attainments; and facilitate the interaction and cooperation of educational institutions, industry, and professional organizations. Activities include speakers, contact with the Insurance industry, scholarship opportunities, and internship and career opportunities.
Institute of Management Accountants	Dr. Jeannie Harrington BAS N405, 615-898-2038	All majors; Business majors and minors are encouraged to participate	The mission is to provide members personal and professional development opportunities through education, association with business professionals, and certification in management accounting and financial management skills. The chapter meets twice a month and generally has speakers from the accounting or finance departments of corporations in Nashville or Murfreesboro.
Phi Beta Lambda	Dr. Ronda Moore BAS N446, 615-898-2028 Dr. Virginia Hemby-Grubb BAS N440, 615-898-2369	Anyone interested in Business (do not have to be a business major or minor)	The purpose is to promote leadership, establish goals, develop character and self-confidence, and facilitate the transition from school to work. Activities include monthly meetings, guest speakers, community service, regional/state/national leadership training, state/national competitive events, and social activities.
Pi Sigma Epsilon	Dr. Katie Kemp BAS N120, 615-898-2346	All majors with a 2.0 GPA or better	National professional fraternity for students (also alumni, faculty, & professionals) interested in sales and marketing. Activities include speaker meetings, business tours, sales projects, community/school service projects, social activities, mock interviews and salesperson for a day with Sales and Marketing Executives of Nashville organization.
Society for Human Resource Management	Dr. Marc Singer BAS N136, 615-898-5860	Select seniors with interest in Human Resource Management	The purpose is to assist students in preparing for careers in human resource management fields. Activities include professional speakers, leadership workshops, business tours, and job search assistance.
Students in Free Enterprise (SIFE)	Ms. Laura Buckner BAS N234, 615-898-2370	Currently enrolled students	SIFE is a student organization active on more than 1,200 college and university campuses in 31 countries. Working as teams, SIFE students design educational outreach projects that help individuals in their communities develop a better understanding of the principles of free enterprise and how to use this information to empower themselves and achieve their dreams. Students will have a hands-on learning process to develop teamwork, leadership, and

			communication skills. Students will have the opportunity to represent MTSU in competition against teams from other colleges and universities.
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University Honors College

The Business Honors Program is part of the campus-wide University Honors College leading to a business degree with University Honors. It is designed to meet the special needs of high-ability students who intend to pursue careers and/or graduate studies in business. Emphasis is placed on small classes offered at convenient hours, excellence of instruction, and personal contact between Honors students and Honors faculty. Honors work is an educational adventure for students who are eager to grow intellectually, to think, to react, to interact, and to develop their potential abilities as fully as possible.

To be admitted as an entering freshman to the University Honors College, a student must have a minimum ACT composite score of 25 (SAT equivalent 1130 – 1160) and at least a 3.5 high school GPA.

Students meeting admission requirements can complete Honors courses without working toward graduation with Honors. Enrolling in Honors courses does not lock students into completing the Honors program. To graduate with University Honors, business students should:

- Complete at least 15 hours of lower-division Honors courses, preferably including ACTG 2110, 2120, ECON 2410, and 2420.
- Complete at least 6 hours of upper-division business Honors courses. Honors sections have regularly been offered for BLAW 3400, BCEN 3510, MGMT 3610, and MKT 3820. Please check with Department Chairs to confirm when Honors sections of these and other courses will be offered.
- Complete at least 6 hours of Honors Interdisciplinary coursework.
- Complete U H 4900, Honors Thesis Tutorial, 1 hour (obtain CRN from Honors College).
- Complete U H 4950, Honors Independent Research (thesis), up to 3, 6 or 9 hours (obtain CRN from Honors College).
- Achieve an overall GPA — 3.25.
- File Intent to Graduate with University Honors (Paul W. Martin Sr. Honors Building 205) no later than the beginning of the semester of graduation.

Please check with Department Chairs for other Honors courses that have been developed and may be offered. Any college student, including transfer students and freshman who meet Honors criteria, may register for Honors courses. No special forms or applications are needed for registration. Look for an 'H' section number. For more information and specific requirements, contact the advisor in the University Honors College, Paul W. Martin Sr. Honors Building 205, 615-898-2152.

Validation Exams

A validation exam is needed if you had a lower-division course (freshman or sophomore level) at another school that is equivalent to an MTSU upper-division business course. A validation exam is free of charge and equivalent to a comprehensive final and is available for required business core classes. You must score at least 70 percent to pass any validation exam. If you pass the exam, the course you had will cover the specific requirement. If you do not pass the exam, you must take the course. Listed below are details on courses that can be validated.

BLAW 3400—Legal Environment of Business

The exam is 100 multiple choice questions. Please contact the Accounting Department at 615-898-2558 (BAS N425) to make an appointment to take the exam. Major topics covered on the exam include government regulation of business, law and the legal system, and torts. A study sheet is available in the Accounting Department.

BCEN 3510—Business Communication

The exam may include multiple choice and essay questions or writing performance assignments. Please contact the department at 615-898-2902 (BAS N429A) for date exam is given each semester. Review your class notes and textbook to prepare for the exam.

BCEN 4510—Business Report Writing

The exam may include multiple choice, true/false, and essay questions or writing performance assignments. Please contact the department at 615-898-2902 (BAS N429A) for date exam is given each year. Review your class notes and textbook to prepare for the exam.

ECON 3210—The Financial System and the Economy

The exam may include multiple choice, true/false, and essay questions. Please contact Dr. John Lee at 615-898-2520 (BAS N329A) to make an appointment to take the exam. Review your class notes and textbook to prepare for the exam.

FIN 3010—Business Finance

The exam may include problems. Please contact Dr. John Lee at 615-898-2520 (BAS N329A) to make an appointment to take the exam. Review your class notes and textbook to prepare for the exam.

INFS 3100—Principles of Management Information Systems

The exam is multiple choice, true/false, and fill-in-the-blank. Please contact Dr. Jong-Sung Lee at 615-898-5938 (BAS N352), jslee@mtsu.edu, to make an appointment to take the exam. Major topics covered on the exam include information systems technology, applications, and development and management. Review your class notes and textbook to prepare for the exam. A suggested text to review is **Introduction to Information Systems**, 10th edition, by James A. O'Brien.

MGMT 3610—Principles of Management

The exam may include definition, short answer, and identification questions. Please contact the Management and Marketing Department at 615-898-2736 (BAS N121A) for a review sheet and to make an appointment to take the exam. Review key terms and concepts in any recent principles of management text.

MGMT 3620—Production and Operations Systems

The exam may include definition, short answer, and identification questions. Please contact the Management and Marketing Department at 615-898-2736 (BAS N121A) to make an appointment to take the exam. Review key terms and concepts in any recent production and operations systems text.

MKT 3820—Principles of Marketing

The exam may include definition, identification, and short answer questions, and you must score at least 70 percent to pass. Please contact the Management and Marketing Department at 615-898-2736 (BAS N121A) for a review sheet and to make an appointment to take the exam. Review key terms and concepts in any recent principles of marketing text.

QM 3620—Statistical Methods II

The exam may consist of problems. Please contact the Information Systems Department at 615-898-5055 (BAS N333C) to make an appointment to take the exam. Major topics covered on the exam include hypothesis testing, chi-square testing and ANOVA, regression and correlation analysis, time series, and nonparametric statistics. Review your class notes and textbook to prepare for the exam. A suggested text to review is *Statistics for Business and Economics*, 8th edition, by Anderson, Sweeney and Williams.

Withdraw, University

Students finding it necessary to withdraw (completely separate) from the University after having selected classes for a future term should access RaiderNet to drop all classes. A student may also initiate the official withdrawal process at the McFarland Building. Once classes have begun for the Summer term, withdrawal for that Summer term can not be accomplished via RaiderNet. Any student who leaves the University without officially withdrawing will receive a grade of “F” in all courses in which he or she is registered. Simply no longer attending classes does not withdraw you from the course or University. You must officially drop the course or withdraw from the University. A student may not officially withdraw from the University after a date in the semester or term that is one week or less prior to the beginning of final exams. Consult the Registration Guide for each term to determine whether withdrawal should be accomplished by RaiderNet or through the McFarland Building. NOTE: It would be a good idea to access RaiderNet the next day to verify that you have been dropped or withdrawn from class(es).



MAJORS

Accounting

The mission of the Department of Accounting is to provide a broad-based accounting education that prepares students for lifelong learning and professional growth throughout their careers. Fulfilling this mission requires that faculty maintain continuous intellectual growth, keep abreast of current developments in accounting education, and provide service to the profession.

The program provides a combination of specialized training for entry into all fields of accounting. Successful completion of this program results in the Bachelor of Business Administration degree. Graduates may be eligible to sit for the CPA (Certified Public Accountant) examination in Tennessee by completing 150 semester hours.

Students graduating with accounting degrees from MTSU have been quite successful in pursuing careers with CPA firms, large corporations, emerging companies, government entities, consulting firms, and a variety of other companies and institutions. The Accounting degree programs also assist students in pursuing professional certifications, such as the CPA (Certified Public Accountant), CMA (Certified Management Accountant), CIA (Certified Internal Auditor), and CISA (Certified Information Systems Auditor).

Business Communication and Entrepreneurship

Business Education. Business education is designed to prepare students to teach business subjects in high schools, vocational-technical schools, special business programs, and junior colleges. Business education majors will be licensed to teach in the areas of Business and Business Technology. By completing the Business Education major, one is automatically licensed to teach all basic business and business technology subjects, which include Accounting I and II; Administrative Management Systems; America Business/Legal Systems; Automated Accounting; Business Economics; Computer Productivity Applications; Database Design/Management; Desktop Publishing; Document Creation Design; Electronic Commerce/Web Page Design; Financial Planning; Information Management Systems; Interactive Multimedia Design; International Business/Marketing; Internet Navigation Communication Systems; Keyboarding; Keyboarding Applications; Management; Networking Essentials; Personal Computing; Principles of Business; Programming; Programming Applications; and Spreadsheet Applications. Students must take the business and specialty exams required for special endorsement areas. Students who seek to graduate without meeting licensure requirements may pursue a Business Education Non-Teaching degree. For those interested in corporate training and development, there is also a Business Education Training and Development Non-Teaching option available.

Entrepreneurship. The entrepreneurship program prepares individuals for successful venture creation and implementation and provides opportunities for students to (1) acquire the necessary operational entrepreneurial knowledge to start a new enterprise; (2) study the success and failure factors involved in being an entrepreneur; (3) develop a comprehensive business plan for loan acquisition and venture implementation; (4) gain an awareness of the skills and knowledge needed to be a successful entrepreneur; and (5) study marketing, management, communication, economics, finance, accounting, and information systems from an entrepreneurial perspective. Small businesses are a major factor in the health of the American economy, making up the majority of all businesses and providing employment for almost half of the nation's labor force. The entrepreneurship curriculum is flexible. Students may tailor the program to fit their specific needs while acquiring the business background needed to pursue entrepreneurial goals. Specialized courses, an internship, and interaction with knowledgeable business leaders will provide students with the experiences needed to start and operate a successful business.

Office Management. Office management prepares students for careers as office managers, office supervisors, executive secretaries, and word processing managers in every type of business—public, private, government, or industrial. This major requires courses in the areas of management, communication, and technology. Majors obtain skills in office organization; selection, training, and supervision of personnel; office automation; and planning, organizing, and controlling office services. Additional skills are obtained in the areas of word processing, spreadsheets, and database software and equipment as well as their implications and applications in business operations. Electives can also be selected to provide skills in training strategies, international business communication, diversity in the workplace, and professional development.

Computer Information Systems

Computer Information Systems prepares students in the concepts and skills required to perform as business systems analysts, computer programmers, database designers/administrators, data communications managers/specialists, computer marketing representatives and information center specialists and in fields related to business applications of the computer and the processing, storage, retrieval, and reporting of business data. This major allows specialization or generalization by offering elective courses.

The use of the computer by businesses (large and small) has created new career paths for students majoring in Computer Information Systems. There has been and continues to be a growing demand for professionals possessing an understanding of both business and computer information systems. Entry-level positions for CIS majors include the following:

- Junior Systems Analyst (Consultant): works with users in defining business problems/needs and provides systems specifications and systems design for the user. The analyst is part of the project team.
- Junior Application Programmer: responsible for writing computer programs for business applications. May also be responsible for the development and design of computer programs.
- Junior Systems Analyst/Programmer: performs the job of both the systems analyst and the applications programmer.
- Computer Marketing Representative: sells computer mainframes, mini/micro systems, special purpose systems, peripherals and supplies and/or services.

After one or more years in an entry-level position, one can move up the career ladder. An individual's career choice and initial experience are important factors for moving into new positions such as the following:

- Vice President of MIS
- Director of Data Processing
- Director of Communications
- Services Coordinator/User Liaison
- Systems Analysis
- Applications Programming
- Systems Analysis/Programming
- Operating Systems Programming
- Manager of Database Administration
- Database Administrator
- Data Communications/Telecommunications Manager
- Data Communications Analyst
- Manager of Computer Operations
- Production Control Supervisor
- Data Entry Supervisor
- Word Processing Supervisor
- User Services Staff
- Technical Writer
- Remote Site Administrator
- Minicomputer Specialist
- Training and Education Specialist
- Computer Security Specialist
- EDP Auditors (Accounting Oriented)
- Field Service Engineer

Economics and Finance

Economics. Economics curricula are designed to give students an understanding of economic concepts and processes together with a knowledge of contemporary institutions. One objective of the program is to develop students who are able to apply techniques of economic analysis to decision-making in the public and private sector. The program will interest those considering careers in business, education, government, and law. Concentrations in Public Finance and Labor Relations are available.

Finance. The Finance program endeavors to provide students with a thorough knowledge of the techniques of financial analysis and their applicability to decision-making in business and governmental units. Students may concentrate in several areas of finance, including financial institutions, business finance, insurance, and real estate. The Business Finance and Financial Institution Management concentrations are designed for students interested in entering the fields of corporate finance, banking, investment and securities, etc. The Insurance emphasis is designed for students interested in careers in insurance. Career possibilities include insurance company operations, underwriting, claims adjustment, risk management, sales, estate planning, actuarial science, etc. The Real Estate concentration prepares students for careers in real estate operations, brokerage, mortgage financing, property valuation, investment/estate planning, etc.

Management and Marketing

Management. The major in Management offers preparation for specialized careers in human resource management, production/operations management, and general administrative careers in business, government, industry, and nonprofit organizations.

Three areas of specialty/careers are available in this major. First, Human Resource Management, includes areas of planning for human resource needs; recruiting, selecting, and training employees; assisting managers in placing employees; and facilitating the rewarding of work performance. Typical career titles in human resource management include the following: training/development manager, human resources recruiter, employer relations specialist, industrial/labor relations specialist, employee selection manager, employee benefits administrator, and compensation specialist. Second, Production/Operations Management, includes the areas of designing, operating, and controlling the production of products and/or services through the efficient/effective use of capital, financial resources, employees, and raw materials. Typical career titles in production/operations management include the following: production scheduler, quality control analyst, capacity planning analyst, operations systems analyst, inventory control specialist, materials manager, logistics manager, and quality assurance manager. Third, General Management includes administrative work in management areas of planning, organizing, leading, and controlling work. Typical career positions for students who elect the general management major include administrative positions in human resources management departments, production/operations departments, service organizations, and nonprofit organizations.

Marketing. The Marketing major prepares students for assuming all marketing responsibilities in smaller organizations and specialized marketing activities in larger ones. The program is designed to prepare students for rewarding careers in such fields as sales, sales management, retailing, business-to-business marketing, purchasing, distribution, pricing, advertising/promotion, public relations, product management, and marketing research. Career opportunities are available in business, government, and nonprofit organizations, which includes product and service industries. Typical career titles in marketing include the following: retail manager, retail buyer, sales/marketing representative, sales manager, market research analyst, promotions strategist, logistics coordinator, and advertising account manager.

Business Administration. Business Administration is a program of study designed for the student who is interested in a business career but who does not prefer a field of study in a specialized business area. The field includes areas of study in management, marketing, economics, finance, and business law. This program is especially beneficial for students with small business ownership career plans. Typical career positions for students who choose Business Administration as a major include owners of small businesses, administrative employees in banks/financial institutions, retail managers, and sales representatives.

Major: Accounting
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
ECON 2420 Microeconomics	3			
Non-Business Elective	1			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	Min C required
ACTG 2125 Principles of Actg II for Actg Majors	3		ACTG 2110	Min C required
INFS 2200 Intro to Micro	3			
Q M 2610 Statistical Methods I	3		MATH 1630	
Non-Business Elective	3			
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
BCEN 3510 Business Communication	3		Junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
ACTG 3110 Intermediate Accounting I	**	3	ACTG 2120 or 2125 with min. C, MATH 1630, Min. 2.00 GPA, junior standing	Min C required
ACTG 3120 Intermediate Accounting II	**	3	ACTG 3110 with min. C	Min C required
ACTG 3310 Cost Actg	**	3	ACTG 2120 or 2125 with min. C, MATH 1630 & INFS 2200, junior standing	Min C required
ACTG 4510 Accounting Systems	**	3	ACTG 2120 or 2125 with min. C, INFS 2200, junior standing	Min C required
Senior Year				
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
ECON 3210 Financial Systems & Economy	Δ	3	ECON 2410, junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
BLAW 3430 Commercial Law	3		Junior standing	
ACTG 4550 Introduction to Federal Income Tax	**	3	ACTG 2120 or 2125 with min. C	Min C required
ACTG 4620 External or 4640 Internal Auditing	**	3	ACTG 3120, ACTG 4510 with min. C, Q M 3620	Min C required
ACTG 4650 Financial Accounting Standards	**	3	ACTG 3120 with min C	Min C required
ACTG Elective	** ++	3	Junior standing & others depending on specific course chosen	Min C required
Non-Business Elective	3			
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

++All upper-division ACTG courses can be used except ACTG 3000, 3020 and 4420.

Accounting majors are required to have a C (2.00) or higher in all ACTG courses.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Business Administration
Minor: Economics and Finance
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT \geq 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM: COMM 2200	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
ECON 2420 Microeconomics	3			
Non-Business Elective	3			
Non-Business Elective	1			
Sophomore Year				
ENGL 2020 OR 2030;HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020;GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Non-Business Elective	3			
Junior Year				
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	
BCEN 3510 Business Communication	3		Junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
ECON 3210 Financial Systems & Economy	Δ 3		ECON 2410, junior standing	
MKT 3930 or MGMT 3890	** 3		MKT 3820, Q M 3620 (3930)/MGMT 3610 (3890)	
ACTG 3020, 3110, or 3310	** 3		ACTG 2120 or 2125 (3020)/ACTG 2120 or 2125 with min. C, MATH 1630, Min 2.0 GPA (3110)/ACTG 2120 or 2125 with min. C, MATH 1630, INFS 2200 (3310) & junior standing	
Senior Year				
FIN 3810 Investments or 4110 Managerial Fin	3		FIN 3010 (3810) /*FIN 3010 with minimum grade of C* (4110)	
MGMT 3630, 3810, or 4680	** 3		MGMT 3610 (3630 & 4680), junior standing	
MGMT 3640, 3710, 3730, 3750, 3770, 4610, or 4700	** 3		Q M 2610 (3640)/MGMT 3620 co-requisite (3710, 3730, 3770)/MGMT 3620 (3750, 4610, 4700), junior standing	
MKT (not 3970/3980, 4950, 4990)	** 3		MKT 3820 & others depend on specific course chosen	
MKT (not 3970/3980, 4950, 4990)	** 3		MKT 3820 & others depend on specific course chosen	
BLAW 3430, 3460, 4450, 4490, or 4500	** 3		Junior standing	
MGMT or MKT 4710 or ECON 4440	** 3		MGMT 3610, MKT 3820 (4710)/ECON 2410, 2420 (4440)	
ECON 4570 Managerial Economics	3		ECON 2420, MATH 1810 or 1630, junior standing	
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, and Major (Courses with **) Jones College courses and Economics and Finance Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Business Education Minor: Secondary Education Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM: COMM 2200	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
BCEN 1400 Introduction to Business	**	3		
BCEN 2320 Document Production	**	3	BCEN 1310 recommended	
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
BCEN 2330 Word Processing Concepts	**	3	BCEN 2320 recommended	
BCEN 2340 Micro WP Applications	**	3	BCEN 2330	
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
FOED 1110 Educ As A Profession (See your advisor)	3			
FOED 2110 Educational Psychology (See your advisor)	3			
BLAW 3400 Legal Env of Bus	3		Junior standing	
BCEN 4340 Integrated Admin Tech	**	3	BCEN 2330, 2340, junior standing	Spring Only
MGMT 3610 Principles of Mgmt	3		Junior standing	
BCEN 4510 Business Report Writing	3		BCEN 3510 recommended, junior standing	
MKT 3820 Principles of Marketing	3		Junior standing	
SPED 3010 Sur of Exceptional Child (See your advisor)	3			
BCEN 3510 Business Communication	3		Junior standing	
BCEN 4250 Innovations & Prob in ABS and Tech	**	3	BCEN 2330 recommended, junior standing	Spring Only
Senior Year				
YOED 3500 Instr Design for Critical Think (See your advisor)	3		FOED 1110 & 2110	
BCEN 4240 M & M in Basic Business	**	3	Junior standing	Fall Only
BCEN 4710 Hist and Found of BE	**	3	Junior standing	Fall Only
FIN 3010 Business Finance	3		Q M 2610, ACTG 2120 or 2125, junior standing	
Elective	1			
YOED 4000 Managing the Classroom (See your advisor)	3		Admission to Teacher Education	
YOED 4110 Directed Teaching (See your advisor)	9		Admission to Teacher Education	Must take YOED 4000/4110 in the same semester

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Secondary Education Minor (See Page 28).

50% Required Business Hours Taken at MTSU (24 hours).

50% Major Hours Taken at MTSU

Secondary education courses are changing to meet new state standards. Students should consult their advisor before registering for secondary education courses.

Student cannot double major or double minor in Business.

Major: Business Education (Non-Teaching Option)
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT ≥ 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM: COMM 2200	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
Non Business Elective	1			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
BCEN 1400 Introduction to Business	** 3			
BCEN 2320 Document Production	** 3		BCEN 1310 recommended	
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
BCEN 2330 Word Processing Concepts	** 3		BCEN 2320 recommended	
BCEN 2340 Micro WP Applications	** 3		BCEN 2330	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
ECON 2420 Microeconomics	3			
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
BCEN 4510 Business Report Writing	Δ 3		BCEN 3510 recommended, junior standing	
BCEN 3510 Business Communication	3		Junior standing	
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
Senior Year				
BCEN 3010 Office Management	** 3		Junior standing	Fall Only
BCEN 4240 M & M in Basic Business or BCEN Upper-Division Elective	** 3		Junior standing (4240) & others depending on specific course chosen	Fall Only (4240)
BCEN 4810 Internship or BCEN Upper-Division Elective	** 3		Junior standing (4810) & others depending on specific course chosen	
BCEN Elective	** 3		Depends on specific course chosen	
BCEN Elective	** 3		Depends on specific course chosen	
Non-Business Elective	3			
Non-Business Elective	3			
Non-Business Upper-Division Elective	3			
Non-Business Upper-Division Elective	3			
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Business Education—Training & Development (Non-Teaching) Option
Minor: Business Administration
Advising Form 2007-2009

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM: COMM 2200	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
BCEN 1400 Introduction to Business	**	3		
BCEN 2330 Word Processing Concepts	**	3	BCEN 2320 recommended	
SOC/BEH/CORE: ECON 2410 Macroeconomics		3		
Elective		1		
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020;GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management		3	Q M 2610, junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
BCEN 3510 Business Communication		3	Junior standing	
BCEN 4510 Business Report Writing	Δ	3	BCEN 3510 recommended, junior standing	
BCEN 3010 Office Management	**	3	Junior standing	Fall Only
Non-Business Elective		3		
BCEN 4450 Train Strat for Bus Sys & Tech	**	3	BCEN 4410 recommended, junior standing	Spring-temp
Non-Business Elective		3		
BCEN 4810 Internship or BCEN Upper-Division Elective	**	3	Junior standing (4810) & others depending on specific course chosen	
BCEN 4660 Corporate Communication **		3	BCEN 3510 recommended, junior standing	Fall Only
BCEN Elective	**	3		
BCEN 4200 Problems in BE/ME/OM	**	3	Consent of Department Chair, junior standing	
BCEN 4410 Mgrl Media Presentations	**	3	BCEN 2330 recommended, junior standing	Spring-temp
Non-Business Elective		3		
Non-Business Elective		3		
BUAD 4980 Strategic Management		3	All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Economics (Labor Relations Concentration Available)
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH 1630 Math for Mgrl Sci	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM: COMM 2200				
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	Δ 3			
MATH 1810 Applied Calculus I or 1910 Calculus I	3		2 years high school algebra and eligibility to take MATH 1710 (1810)/ Math 1730 (min C) or equivalent (1910)	
Non-Business Elective	3			
Non-Business Elective	1			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Stat II or ECON 4620 Econometrics	3		Q M 2610 (3620)/ECON 2410, 2420, & MATH 1810 or 1910 (4620), junior standing	
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
ECON 3210 Financial Systems & Economy	** Δ 3		ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
BCEN 3510 Business Communication	3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	
ECON 3510 Intermediate Macroeconomic Theory	** 3		ECON 2410, junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
ECON 3520 Intermediate Microeconomic Theory	** 3		ECON 2410 and 2420	
Elective§	3			
Senior Year				
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
ECON 4440 Intl Econ	** 3		ECON 2410 & 2420, junior standing	
ECON Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
ECON Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
ECON Elective	** 3			
ECON Elective	** 3			
ECON Elective	** 3			
Business Elective	3			
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

§ Elective may need to be upper-division for 60 Senior College hours.

ECON Electives to meet Public Finance or Labor Relations Concentrations, see Page 31.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Entrepreneurship
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT ≥ 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
	4			
BCEN 2900 Entrepreneurship **	3		BCEN 1400 recommended	
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
BCEN 1400 Introduction to Business **	3			
Non-Business Elective	1			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
	3			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
FIN 3010 Business Finance Δ	3		Q M 2610, ACTG 2120 or 2125, junior standing	
MGMT 3610 Principles of Mgmt Δ	3		Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
BCEN 3510 Business Communication	3		Junior standing	
ECON 3210 Financial Systems & Economy Δ	3		ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys Δ	3		Junior standing	
MKT 3820 Principles of Marketing Δ	3		Junior standing	
BLAW 3400 Legal Env of Bus Δ	3		Junior standing	
BCEN 4510 Bus Rpt Writing or MGMT Upper-Division Elective **	3		BCEN 3510 recommended (4510)/ Depends on specific course chosen (MGMT Elective)	
Senior Year				
BCEN 2330 or BCEN 2340 or INFS 2200 **	3		BCEN 2320 recommended (2330), BCEN 2330 (2340)	
MKT 3930 Marketing Research **	3		MKT 3820, Q M 3620	
MGMT 4920 Small Business Management **	3		MGMT 3610	
MGMT 3650 New Venture Creation **	3		BCEN 2900 or MGMT 3610, junior standing	
BCEN 4620 Business Plan Development **	3		BCEN 2900, MGMT 3650, junior standing	
BCEN 4810, MGMT 4950 or MKT 4950 Internship **	3		Consent of Department Chair, junior standing	
MKT Upper-Division Elective **	3		MKT 3820 & others depend on specific course chosen	
Non-Business Elective	3			
Non-Business Elective	3			
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Finance—Business Finance
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH 1630	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	Δ 3			
MATH 1810 OR 1910	3		2 years high school algebra and eligibility to take MATH 1710 (1810)/ Math 1730 (min C) or equivalent (1910)	
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	Δ 3			
ACTG 2110 Principles of Actg I	Δ 3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	Δ 3		ACTG 2110	
Q M 2610 Statistical Methods I	Δ 3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
ECON 3210 Financial Systems & Economy	** Δ 3		ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
BCEN 3510 Business Communication	3		Junior standing	
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	Min C required
FIN 3810 Investments	** 3		FIN 3010	
FIN 3950 Intermediate Financial Mgmt	** 3		*FIN 3010 with minimum grade of C*, Q M 3620, & MATH 1810 or 1910	
FIN 3910 Comp Apps in Fin	** 3		INFS 3100, ECON 2420, FIN 3010	
Senior Year				
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
FIN 4860 International Financial Mgmt	** 3		*FIN 3010 with minimum grade of C*	
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
FIN 4810 Portfolio Theory and Mgmt	** 3		FIN 3810, Q M 3620, & MATH 1810 or 1910	
ACTG 3020 Managerial	3		ACTG 2120, junior standing	
FIN 4110 Managerial Finance	** 3		*FIN 3010 with minimum grade of C*	
FIN Elective	** 3			
FIN Elective	** 3			
Elective	** 3			
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

*** Finance majors must earn a C (2.00) or better in Finance 3010 to progress in this emphasis**

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Finance—Financial Institution Management
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH 1630	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	Δ 3			
MATH 1810 OR 1910	3		2 years high school algebra and eligibility to take MATH 1710 (1810)/ Math 1730 (min C) or equivalent (1910)	
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
ECON 3210 Financial Systems & Economy	** Δ 3		ECON 2410, junior standing	Min C required
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	Min C required
BCEN 3510 Business Communication	3		Junior standing	
FIN 3610 Gen Insurance	** 3		Junior standing	
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
FIN 3810 Investments	** 3		FIN 3010	
FIN 3910 Comp Apps in Fin	** 3		INFS 3100, ECON 2420, FIN 3010	
Senior Year				
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
FIN 4810 Portfolio Theory and Mgmt	** 3		FIN 3810, Q M 3620, & MATH 1810 or 1910	
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
FIN 4360 Mgmt of Fin Institutions	** 3		*ECON 3210 with minimum grade of C*	Spring Only
ACTG 3020 Managerial	3		ACTG 2120, junior standing	
FIN 4860 International Financial Mgmt	** 3		*FIN 3010 with minimum grade of C*	
FIN 4260 Fin Mkts and Institutions	** 3		*ECON 3210 with minimum grade of C*, FIN 3010	Fall Only
Elective	** 3			
FIN 4440 Real Estate Fin	** 3		Junior standing, FIN 2450 and 3010 strongly recommended	Fall Only
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

***Finance majors must earn a C (2.00) or better in Finance 3010 and ECON 3210 to progress in this emphasis**

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Finance—Insurance
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH 1630	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
MATH 1810 OR 1910	3		2 years high school algebra and eligibility to take MATH 1710 (1810)/ Math 1730 (min C) or equivalent (1910)	
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
ECON 3210 Financial Systems & Economy	** Δ	3	ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	Min C required
BCEN 3510 Business Communication		3	Junior standing	
FIN 3610 Gen Insurance	**	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
FIN 3910 Comp Apps in Fin	**	3	INFS 3100, ECON 2420, FIN 3010	
Senior Year				
MGMT 3620 Operations Management		3	Q M 2610, junior standing	
FIN 4110 Managerial Finance	**	3	*FIN 3010 with minimum grade of C*	
FIN 4750 Risk Management	**	3	FIN 3610	Spring Only
Choose two (2): FIN 3660 Life & Health or 3710 Prop & Casu or FIN 4710 Estate Plan or 4730 Ins Oper	** ** **	3	Junior standing (3660 & 3710)	Fall Only (3660 & 3710)
		3	FIN 3610 (4710 & 4730), junior standing	Spring (4710)/Summer (4730)
FIN Insurance Elective	**	3	Junior standing & others depending on specific course chosen	
FIN Elective	**	3	Depends on specific course chosen	
Business Elective		3		
Elective	**	3	Depends on specific course chosen	
BUAD 4980 Strategic Management		3	All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

*** Finance majors must earn a C (2.00) or better in Finance 3010 to progress in this emphasis**

CLU take FIN 3660 + 4710; CPCU take 3710 + 4730 (or Choose Any Two).

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Finance—Real Estate
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH 1630	3		2 years high school algebra & MATH ACT ≥25 or MATH 1710	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
MATH 1810 OR 1910	3		2 years high school algebra and eligibility to take MATH 1710 (1810)/ Math 1730 (min C) or equivalent (1910)	
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
ECON 3210 Financial Systems & Economy	** Δ	3	ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
BCEN 3510 Business Communication		3	Junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management		3	Q M 2610, junior standing	
FIN 2450 Prin of Real Estate	**	3		
FIN 3910 Comp Apps in Fin	**	3	INFS 3100, ECON 2420, FIN 3010	
Senior Year				
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
FIN 4470 RE Law or 4710 Estate Plan	**	3	Junior standing (4470)/ FIN 3610 (4710)	Spring Only (4470 & 4710)
FIN 4440 Real Estate Finance	**	3	Junior standing, FIN 2450 and 3010 strongly recommended	Fall Only
ECON 4500 Urban and Regional Econ		3	ECON 2410, 2420	Spring Only
FIN 4430 Real Property Valuation	**	3	FIN 2450; junior standing, 3010 strongly recommended	Fall Only
FIN 4550 Real Estate Investment Analysis	**	3	FIN 2450, 3010	Spring Only
FIN 3810 Investments	**	3	FIN 3010	
Elective	**	3		
FIN Elective	**	3		
BUAD 4980 Strategic Management		3	All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

**Major: Information Systems
Minor: Business Administration
Advising Form 2011-2012**

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT \geq 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
INFS 2400 Web Development	**	3		
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
ECON 3210 Financial Systems & Economy	Δ	3	ECON 2410, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management		3	Q M 2610, junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
BCEN 3510 Business Communication		3	Junior standing	
INFS 2600 Programming Logic w/VB.Net	**	3		
Senior Year				
INFS 3200 Bus Applic Devel	**	3		
INFS 3800 Project Mgmt and System Development	**	3	Junior standing	
INFS 4790 Data Base Design & Dev	**	3	INFS 3200, junior standing	
INFS 3400 Objected Oriented Programming with C#.Net	**	3	INFS 2600, junior standing	
INFS 4900 Bus Data Comm	**	3	Junior standing	
Q M 4010 Decision Science Techniques		3	Q M 2610, MGMT 3620	
INFS 4950 Adv Web-Enabled Application Development	**	3	INFS 2400, 3400, and 3800, senior standing	
INFS Elective	** ++	3	Depends on specific course chosen	
INFS Elective	** ++	3	Depends on specific course chosen	
BUAD 4980 Strategic Management		3	All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

++ Choose from: INFS 3500, 4300, 4420, 4500, 4740, 4830, 4840 and 3990/4990.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Management
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT \geq 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
Non-Business Elective	3			
Non-Business Elective or MGMT 1500 First-Year Seminar	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ 3		Junior standing	
MGMT 3610 Principles of Mgmt	Δ 3		Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
MKT 3820 Principles of Marketing	Δ 3		Junior standing	
FIN 3010 Business Finance	Δ 3		Q M 2610, ACTG 2120 or 2125, junior standing	
BLAW 3400 Legal Env of Bus	Δ 3		Junior standing	
ECON 3210 Financial Systems & Economy	Δ 3		ECON 2410, junior standing	
MGMT 3810 Human Resource Mgmt	** 3		Junior standing	
MGMT 3940 Business Ethics	** 3		Junior standing	
Senior Year				
BCEN 3510 Business Communication	3		Junior standing	
MGMT 3640 Intro to Management Sci	** 3		Q M 2610, junior standing	
MGMT 4710 International Business	** 3		MGMT 3610, MKT 3820	
ACTG 3020 Managerial or FIN 4110 Managerial Fin	3		ACTG 2120 (ACTG 3020)/ *FIN 3010 with minimum grade of C* (4110)	
MGMT 4680 Organization Behavior	** 3		MGMT 3610	
MGMT Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
MGMT Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
MGMT Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
MGMT Upper-Division Elective	** 3		Junior standing & others depending on specific course chosen	
BUAD 4980 Strategic Management	3		All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

For MGMT Elective choices, see Page 31.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Major: Marketing
Minor: Business Administration
Advising Form 2011-2012

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT \geq 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
Non-Business Elective	3			
Non-Business Elective	1			
Non-Business Elective	3			
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
	3			
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ECON 2420 Microeconomics	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management		3	Q M 2610, junior standing	
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
BCEN 3510 Business Communication		3	Junior standing	
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
MKT 3910 Consumer Behavior	**	3	MKT 3820	
BUAD 4000 Senior Seminar		3	Senior Standing	
Senior Year				
ECON 3210 Financial Systems & Economy	Δ	3	ECON 2410, junior standing	
MKT 4710 International Business	**	3	MGMT 3610, MKT 3820	
MKT 3930 Marketing Research	**	3	MKT 3820, Q M 3620	
MKT 4890 Marketing Management	**	3	MKT 3910 and 3930	
MKT Upper-Division Elective	**	3	MKT 3820 & others depending on specific course chosen	
MKT Upper-Division Elective	**	3	MKT 3820 & others depending on specific course chosen	
MKT Upper-Division Elective	**	3	MKT 3820 & others depending on specific course chosen	
MKT Upper-Division Elective	**	3	MKT 3820 & others depending on specific course chosen	
MKT Upper-Division Elective	**	3	MKT 3820 & others depending on specific course chosen	
BUAD 4980 Strategic Management		3	All Δ marked courses	Taken at MTSU Only

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

For MKT Elective choices, see Page 31.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

**Major: Office Management
Minor: Business Administration
Advising Form 2011-2012**

Required Courses	Hrs.	Grade	Prerequisites	Notes
Freshman Year				
COMM: ENGL 1010	3			Min C- required
COMM: ENGL 1020	3		ENGL 1010 with min C-	Min C- required
MATH: MATH 1630 or 1810	3		2 years high school algebra & MATH ACT ≥ 25 or MATH 1710(1630)/ 2 years high school algebra and eligibility to take MATH 1710 (1810)	
COMM 2200 Fundamentals	3			
SCI (2 RUBRICS): ASTR 1030/31; BIOL 1030/31, 1110/1111, 2010/11, 2020/21; CHEM 1010/11, 1030/31, 1110/11; GEOL 1030/31, 1040/41; PHYS 2010/11, 2110/11; PSCI 1030/31, 1130/1131	4			
SOC/BEH/CORE: ECON 2410 Macroeconomics	3			
Non-Business Elective	1			
BCEN 2320 Document Production	**	3	BCEN 1310 recommended	
BCEN 2330 Word Processing Concepts	**	3	BCEN 2320 recommended	
Sophomore Year				
ENGL 2020 OR 2030; HUM 2610	3		ENGL 1020 with min C- (2020 or 2030)	
HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1910, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030	3			
	3			
HISTORY (2 COURSES): 2010, 2020, 2030	3			
BCEN 2340 Word Processing Appl	**	3	BCEN 2330	
SOC/BEH: AAS 2100; ANTH 2010; EMC/JOUR/RI 1020; GEOG 2000; HLTH 1530/1531; PS 1005, 1010; PSY 1410; SOC 1010, 2010; WGST 2100	3			
ACTG 2110 Principles of Actg I	3		ENGL 1010, sophomore standing & a college-level math course	
ACTG 2120 Principles of Actg II	3		ACTG 2110	
Q M 2610 Statistical Methods I	3		MATH 1630 or 1810	
Junior Year				
Q M 3620 Statistical Methods II	3		Q M 2610, junior standing	
MKT 3820 Principles of Marketing	Δ	3	Junior standing	
BLAW 3400 Legal Env of Bus	Δ	3	Junior standing	
INFS 3100 Prin of Mgmt Inf Sys	Δ	3	Junior standing	
MGMT 3610 Principles of Mgmt	Δ	3	Junior standing	
MGMT 3620 Operations Management	3		Q M 2610, junior standing	
ECON 2420 Microeconomics	3			
FIN 3010 Business Finance	Δ	3	Q M 2610, ACTG 2120 or 2125, junior standing	
BCEN 3510 Business Communication	3		Junior standing	
BCEN 3010 Office Management	**	3	Junior standing	Fall Only
Senior Year				
BCEN 4510 Business Report Writing	Δ	3	BCEN 3510 recommended, junior standing	
BCEN 4640 Issues and Trends in Ofc Mgmt	**	3	BCEN 3010 recommended, junior standing	Spring Only
BCEN 4350 Records Management	**	3	Junior standing	Fall Only
BCEN 4660 Corporate Communication	**	3	BCEN 3510 recommended, junior standing	Fall Only
BCEN Approved Upper-Division Elective	**	3	BCEN 2330, 2340, junior standing (4340); BCEN 2330 recommended, junior standing (4410); BCEN 4410 recommended, junior standing (4450); junior standing (4670, 4680, 4900)	Spring Only (4340) Spring temp (4410, 4450, 4670, 4680, 4900)
BCEN 4810 Internship	**	3	Consent of Department Chair, junior standing	
BCEN Approved Upper-Division Elective	**	3		
Non-Business Elective§	3			
Non-Business Elective§	3			
BUAD 4980 Strategic Management	3		All Δ marked courses	

Δ Prerequisites to BUAD 4980, which must be taken last semester.

** Courses calculated in major GPA.

§ Elective may need to be upper-division for 60 Senior College hours.

2.00 GPA Minimum on Cumulative Hours, 42 Hours Upper-Division, Major (Courses with **), Jones College courses and Business Administration Minor (See Page 28).

50% Required Business Hours Taken at MTSU (30 hours).

50% Major Hours Taken at MTSU

Student cannot double major or double minor in Business.

Graduation Requirements for Business Majors

2.00 GPA Minimum Cumulative Hours
2.00 GPA Minimum 42 Hours Upper Division
2.00 GPA Minimum Major (Courses with * *)
2.00 GPA Minimum All Minors in the Jones College <i>(No Minimum GPA Required Secondary Education Minors)</i>
2.00 GPA Minimum in Jones College Core
120 Semester Hours Minimum
30 MTSU Upper-Division Hours Minimum
50% MTSU Upper-Division Hours in Major Minimum
3 MTSU Upper-Division Hours in Minor(s) Minimum
60 Senior – College Hours Minimum
12 of Last 18 Hours from MTSU
50% Required Business Hours Taken at MTSU

Incorporated minor for Accounting, Business Education (Non – Teaching Option), Economics, Entrepreneurship, Finance (all emphases), Information Systems, Management, Marketing, and Office Management majors:					Incorporated minor for Business Administration major:				
Minor: Business Administration					Minor: Economics and Finance				
Course			Hrs	Grade	Course			Hrs	Grade
ACTG	2110	Principles of Accounting I	3		ECON	2410	Macroeconomics Principles	3	
ACTG	2120	Principles of Accounting II	3		ECON	2420	Microeconomics Principles	3	
BLAW	3400	Legal Environment of Bus	3		ECON	3210	Financial System and Economy	3	
FIN	3010	Business Finance	3		FIN	3010	Business Finance	3	
INFS	3100	Principles of MIS	3		ECON	4570	Managerial Economics	3	
MGMT	3610	Principles of Management	3		FIN	3810 or 4110	Investments or Managerial Finance	3	
MKT	3820	Principles of Marketing	3		GPA (2.00 Min):			Total	18
GPA (2.00 Min):			Total	21					
NOTE: A second minor is optional; however, it cannot be in the Jones College of Business.									

Incorporated minor for Business Education Teaching major:				
<i>Secondary education courses are changing to meet new state standards. Students should <u>consult their advisor</u> before registering for secondary education courses.</i>				
Minor: Secondary Education				
Courses			Hrs	Grade
FOED	1110	Educ as Profession	3	
FOED	2110	Education Psy	3	
SPED	3010	Survey of Exceptional Child	3	
YOED	3500	Instructional Design for Critical Thinking	3	
YOED	4000	Manage Classroom	3	
YOED	4110	Directed Teaching	9	
GPA (No Min):			Total	24
NOTE: Approval needed by minor advisor				



DEPARTMENT	MAJORS	DEPARTMENT LOCATION / PHONE
Accounting	Accounting	BAS N425 615-898-2558
Business Communication and Entrepreneurship	Business Education (Teaching and Non-Teaching Options) Entrepreneurship Office Management	BAS N429 615-898-2902
Computer Information Systems	Information Systems	BAS N333 615-898-2362
Economics & Finance	Economics Finance Business Finance Financial Institution Management Insurance Real Estate	BAS N331 615-898-2520
Management & Marketing	Business Administration Management Marketing	BAS N121 615-898-2736

Jennings A. Jones College of Business Mission Statement

The mission of the Jones College of Business is to

- set our students' foundation for lifelong learning through high quality learning experiences resulting from quality teaching, classroom interactions, student professional organizations, service learning, and interactions with faculty outside the classroom;
- further the scope and dissemination of the body of business knowledge through scholarly research that advances our disciplines, enhances teaching/learning, and improves outcomes of for-profit and governmental organizations;
- contribute to the economic development of the region through our outreach programs.

We will produce career-ready undergraduate students, M.B.A. and M.S. graduates prepared for career challenges and advancements, significant applied research, and consulting consistent with the expertise of our disciplines.

A Tennessee Board of Regents University

MTSU is an equal opportunity, non-racially identifiable, educational institution that does not discriminate against individuals with disabilities.