MIDDLE TENNESSEE STATE UNIVERSITY
JONES COLLEGE OF BUSINESS

Jennings A. Jones College of Business

N233 Business and Aerospace Building

Application to Upper Division for:		**MTSU ID**	
2014-2015 – B.S. – Major: Business Education – Minor: Secondary Education Courses other than electives should normally be taken in the year and sequence shown.		**E-Mail Address**	

	COURSES REQUIRED Where alternatives or electives are listed please list the ones taken.	Hours 1st Sem	Hours 2nd Sem	GRADE	Approved Substitutions and Elective Descriptions Course Title and No.	Sem Hrs	Where Taken if not at MTSU	+ / - Hrs	Validation Date or Other Notes
FRESHMAN	COMM: ENGL 1010	3							
	COMM: ENGL 1020		3						
	MATH: MATH 1630 or 1810	3							
	COMM: COMM 2200		3						
	SCI (2 RUBRICS): ASTR 1030/1031; BIOL 1030/1031, 1110/1111, 2010/2011, 2020/2021; CHEM 1010/1011, 1030/1031, 1110/1111; GEOL 1030/1031, 1040/1041; PHYS 1110, 2010/2011, 2110/2111; PSCI 1030/1031, 1130/1131	4							
			4						
	MAJ: BCEN 1400 Intro to Business		3						
	MAJ: BCEN 2320 Document Production	3							
	SOC/BEH: AAS 2100; ANTH 2010; GEOG 2000; GS 2010; HLTH 1530/1531; EMC/JOUR/RIM 1020; PS 1005,1010; PSY 1410; RS 2030; SOC 1010, 2010; WGST 2100		3						
SOPHOMORE	HUM/FA: ENGL 2020, 2030; HUM 2610	3							
	HUM/FA (2 RUBRICS): ANTH 2210; ART 1030, 1920; DANC 1000; HIST 1010, 1020, 1110, 1120; MUS 1030; PHIL 1030; THEA 1030		3						
		3							
	HIST (2 COURSES): HIST 2010, 2020, 2030	3							
			3						
	MAJ: BCEN 2330 Word Proc Concepts		3						
	SOC/BEH/CORE: ECON 2410 Prin of Econ Macro	3							
	CORE: ECON 2420 Prin of Econ Micro		3						
	CORE: ACTG 2110 Prin of Actg I	3							
	CORE: QM 2610 Stat Meth I		3						
	CORE: ACTG 2120 Prin of Actg II	3							
	YOED 2500 Planning and Assessment		3						
JUNIOR	MAJ: BCEN 2340 Micro WP Applications	3							
	YOED 3000 Class Mgmt		3						
	CORE: BLAW 3400 Leg Env of Bus	3							
	MAJ: BCEN 4340 Integrated Admin Tech		3						Spring only
	CORE: MGMT 3610 Prin of Mgmt	3							
	CORE: BCEN 4510 Bus Report Writing		3						
	CORE: MKT 3820 Prin of Mkt	3							
	CORE: BCEN 3510 Bus Comm		3						
	MAJ: BCEN 4250 Innovations & Prob in ABS and Tech		3						Spring only
	CORE: FIN 3010 Bus Fin	3							
	MAJ: BCEN 4240 M & M in Basic Bus	3							Fall only
	MAJ: BCEN 4710 Hist & Found of BE/ME	3							Fall only
	Elective		1						
	YOED 4020 Residency I: Grades K-12	6							
	YOED 4400 Residency II		12						

Courses required in major (MAJ) cannot be used in minor.
Required in Sec Ed Minor: YOED 2500, 3000, 4020, 4400
See notes on back about licensure and endorsements.
Student cannot double major or double minor in business.

Advisor **Date**

Minor: Secondary Education			Second Minor (Optional)		
Course	Hrs	Grades/Notes	Name of Minor:		
YOED 2500 Planning and Assessment	3		Course	Hrs	Grades/Notes
YOED 3000 Class Mgmt	3			3	
YOED 4020 Residency I: Grades K-12	6			3	
YOED 4400 Residency II	12			3	
				3	
				3	
Total	24			3	
GPA (Note Min.)			Total		
			GPA (Note Min)		
Minor Advisor		**Date**	**Minor Advisor**		**Date**
See Major Advisor for specific licensure requirements in major.			**See Advisor for specific requirements.**		

Graduation Requirements	Minimum	Notes
Total Semester Hours	120 semester hours	
Grade Point Average	2.75 GPA	
42 Hours Upper-Division	2.00 GPA	
MTSU Upper-Division Hours	30 semester hours	
Major GPA (Minimum: 2.0)	2.00 GPA	
MTSU Upper-Division Hours in Major	9 hours	
GPA in all Jones College Minor(s)	2.00 GPA	
MTSU Upper-Division Hours in Minors	3 semester hours	
Cumulative GPA in Jones College Courses (ACTG, BCEN, BUAD, ECON, FIN, INFS, MGMT, MKT, QM)	2.00 GPA	
Senior College Hours	60 semester hours	
Residency Requirement	12 of last 18 semester hours at MTSU	
Minimum MTSU Hours	30 semester hours	
50% Required Business Hours Taken at MTSU	24 semester hours	

Notes

Jones College Admission Requirements

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

Requirements	Met	Notes
30 sem hrs degree credit		
Completion of all high school deficiency requirements		
Completion of all academic enrichment requirements		
Cumulative GPA ≥ 2.250 on college-level coursework		
Pre-Business Required Courses (GPA ≥ 2.250)	GRADE	
ACTG 2110 Principles of Accounting I		
ECON 2410 Principles of Economics, Macroeconomics		
ECON 2420 Principles of Economics, Microeconomics		
QM 2610 Statistical Methods I		

Students who are juniors and meet prerequisites may register for the following courses before being fully admitted to the Jones College: BCEN 3510, BLAW 3400, ECON 3210, FIN 3010, INFS 3100, MGMT 3610, MGMT 3620, MKT 3820 and QM 3620.

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

Student Instructions

One (1) copy signed by major and minor advisors (minor advisor signature not required for "built-in" minors) should be filed with your Graduation Analyst - Undergraduate Services two semesters before you intend to graduate by sending to MTSU Box 101. An Intent to Graduate form should be filed in BAS N234 during the first semester of the senior year.

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

Graduation Analyst - Undergraduate Services (BAS N234), Jennings A. Jones College of Business	**Date**