

MINOR IN BUSINESS ADMINISTRATION
CERTIFICATION OF COMPLETION OF REQUIREMENTS
FOR THE
MINOR IN BUSINESS ADMINISTRATION – PRE-M.B.A.

NAME: _____ CLARION ID _____

LOCAL ADDRESS: _____ PHONE: _____

COLLEGE: _____ MAJOR: _____

DATE MINOR DECLARED: _____ EXPECTED GRADUATION DATE: _____

REQUIRED COURSES

<u>COURSE NO.</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>	<u>GRADE</u>	<u>TERM COMPLETED</u>
ACTG 251:	Financial Accounting	3	_____	_____
ECON 211:	Principles of Macroeconomics	3	_____	_____
ECON 212:	Principles of Microeconomics	3	_____	_____
ECON 221:	Economic and Business Statistics I or,			
MATH 221:	Elementary Applied Stats	3	_____	_____
FIN 370:	Financial Management	3	_____	_____
MGMT 320:	Management Theory & Practice	3	_____	_____
MKTG 360:	Principles of Marketing	3	_____	_____

The following requirement ONLY applies to Information Systems (IS) Majors.
 Information Systems (IS) majors must complete a minimum of nine credit- hours of coursework in the minor that does not count toward the student's major or, 30 credit-hours total in the minor. If this requires the student to take extra courses in addition to those required for the minor, those courses must be upper-division (300 level or higher) business courses.

**ADDITIONAL UPPER-DIVISION BUSINESS COURSES FOR THE INFORMATION
 SYSTEMS MAJOR (MAXIMUM = 9 CREDITS)**

<u>COURSE NO.</u>	<u>COURSE TITLE</u>	<u>CREDITS</u>	<u>GRADE</u>	<u>TERM COMPLETED</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Approvals:

 Chairperson, Department of Management and Marketing

 Date

NOTES:

- Clarion University students whose major is outside of the College of Business Administration may take no more than 25% of their total credits in courses offered by the College of Business Administration. This would amount to a maximum of 30 credits in a 120-credit program. However, students who are enrolled in the Business Minor may be permitted to exceed this limit, dependent upon individual situations, with the approval of the Dean of the College of Business Administration.
- All courses used for fulfillment of the requirements of a minor must be taken for a grade. (CCPS requirement.)
- Transfer students must complete a minimum of nine (9) upper-division business course credits at Clarion University.

