

Student Name: \_\_\_\_\_ ID # \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_

## BACHELOR OF BUSINESS ADMINISTRATION CHECKLIST (122 s.h.) 2024-25 Academic Calendar

### 1. Inquiry: Ways of Knowing – Core Requirements (40 s.h.\*)

*\*University Core Requirements are modified for students who transfer in with 57 s.h. or more of initial transfer credit. See [Academic Calendar](#) for details.*

✓	COURSE	S.H.	NOTES	✓	COURSE	S.H.	NOTES
	<b>FOUNDATIONAL INQUIRIES (28 sem. hrs.)</b>				Academic Writing Requirement <sup>1</sup>		
	<i>Academic Research &amp; Writing</i>				<b>WAYS OF KNOWING (12 sem. hrs.)</b>		
	ENGL _____	3	Choose two of ENGL 101, 102, 103, 104.	In addition to the courses on the left, students must take an additional 12 sem. hrs. from each of the following categories, <i>9 s.h. of which must be from outside of the student's major.</i>			
	ENGL _____	3					
	<i>Foundations</i>				<i>Aesthetic &amp; Performance Inquiry</i>		
	FNDN 101	1	Compulsory during the first semester of the first year for all new students unless they have a minimum 24 sem. hrs. initial transfer credit.			3	Choose 3 sem. hrs. from the Aesthetic & Performance Inquiry category below.
	FNDN 102	3	Normally taken before year three.		<i>Cultural &amp; Linguistic Inquiry</i>		
	FNDN 201	3				3	Choose 3 sem. hrs. from the Cultural & Linguistic Inquiry category below.
	<i>Logical &amp; Ethical Reasoning</i>				<i>Experiential &amp; Embodied Inquiry</i>		
	PHIL _____	3	Choose one of PHIL 100, 103, 105, 106, 109, or 210.			3	Choose 3 sem. hrs. from the Experiential & Embodied Inquiry category below.
	<i>Religious &amp; Spiritual Thought</i>				<i>Historical &amp; Archival Inquiry</i>		
	RELS _____	3	Choose RELS 110 or 160. Recommended in 1st semester of the 1st year.			3	Choose 3 sem. hrs. from the Historical & Archival Inquiry category below.
	RELS 111	3			<i>Quantitative &amp; Computational Inquiry</i>		
	RELS 112	3			**	**	Satisfied by BUSI 176.
	<i>Scientific Method &amp; Lab Research</i>				<i>Social &amp; Global Inquiry</i>		
		3	Choose one of BIOL 103/196, 104/197, 113/198, 114/199, 216, 241, 262, CHEM 101, 103/198, 111/198; GENV 109, 121, 262; GEOL 109; PHYS 111.		**	**	Satisfied by BUSI 311.

<sup>1</sup>**Academic Writing Requirement:** students must take WRTG 100 (native English speakers) or WRTG 101 (non-native English speakers) in their first semester at TWU, unless exempt at the time of admission to the University. WRTG course credit may be included toward a degree program as elective credit.

### Ways of Knowing: Categories

<b>Aesthetic &amp; Performance Inquiry</b>	ART 181, 182, 250; ENGL 207, 208, 310; HKIN 342; MCOM 211, 221, 231, 369; MUSI 110; PHIL 370; SAMC 111, 370; THTR 130, 161; any Music Ensembles; any Music (MUSA) Private Lessons.
<b>Cultural &amp; Linguistic Inquiry</b>	ANTH 210, 395; EDUC 496; ENGL 334, 340, 482; GREE 235; HEBR 245; HIST 237; IDIS 201; POLS 237; RELS 235, 245; SOCI 395; any World Languages & Cultures course (CHIN, FREN, JAPA, RUSS, SPAN).
<b>Experiential &amp; Embodied Inquiry</b>	ART 305, 306, 307; BIOL 316, 318, 362, 364, 409, 410; BIOT 200, 300, 400, 409, 410; BUSI 395, 396, 49x; CHEM 409, 410; CMPT 409, 410; EDUC 302, 303, 402, 403; GENV 131, 316, 318, 372, 373, 374, 375, 409, 410; HIST 310, 315, 316; HKIN 201, 202, 216, 235, 266, 336, 355, 455, 456, 457, 458, 459, 460; LING 398, 399; MATH 409, 410; MCOM 281, 391, 392, 393; NURS 213; POLS 395, 396; PSYC 322, 497, 498; SOCI 320, 411, 420; THTR 101, 102, 151, 152, 153, 154, 175, 210, 301, 302, 351, 352, 353, 354; any 1 sem. hr. HKIN Activity course; any Travel Study.
<b>Historical &amp; Archival Inquiry</b>	ART 237, 238; ECON 306; GENV 312; HIST 107, 108, 135, 306, 339, 391; MUSI 131, 132; NURS 230; PHIL 203, 314, 421; POLS 391; PSYC 408; RELS 320, 351, 352, 475; SAMC 112; SOCI 391; THTR 331, 332.

## 2. Required Business Courses (48 s.h.) *Minimum grade of C is required for all these courses.*

✓	COURSE	S.H.	NOTES	✓	COURSE	S.H.	NOTES
	BUSI 111	3			BUSI 301	3	
	BUSI 121	3			BUSI 311	3	
	BUSI 176	3			BUSI 342	3	
	BUSI 222	3			BUSI 346	3	
	BUSI 231	3			BUSI 352	3	
	BUSI 245	3			BUSI 363	3	
	BUSI 275	3			BUSI 377	3	
	BUSI 280	3			BUSI 484	3	

## 3. Required Specialization Courses (12 s.h.) *Choose a subject below.*

SUBJECT	✓	COURSE #	S.H.	NOTES	SUBJECT	✓	COURSE #	S.H.	NOTES
Accounting*		BUSI 321	3	Choose two of: BUSI 323, 324, 421, 426, 428, 491.	International Business		BUSI 411	3	Offered on Travel Study.
		BUSI 322	3				BUSI _____	3	Choose three of: BUSI 338, 412, 413, 480, 494
		BUSI _____	3				BUSI _____	3	
		BUSI _____	3				BUSI _____	3	
Finance*		BUSI 441	3	Choose three of: BUSI 304, 317 or 318, 428, 492.	Leadership and Management		BUSI 480	3	Choose three of: BUSI 323, 370, 381, 412, 413, 435, 446, 481, 495.
		BUSI _____	3				BUSI _____	3	
		BUSI _____	3				BUSI _____	3	
		BUSI _____	3				BUSI _____	3	
Financial Planning		BUSI _____	3	Choose four of: BUSI 317, 428, 318, 442, 497	Marketing		BUSI _____	3	Choose four of: BUSI 334, 335, 338, 430, 435, 437, 496
		BUSI _____	3				BUSI _____	3	
		BUSI _____	3				BUSI _____	3	
		BUSI _____	3				BUSI _____	3	
Human Resource Management*				Choose four of: BUSI 351, 446, 453, 454, 459, 493.	*In order to meet the requirements of the professional designations (CPA, CFA, CFP, CPHR) some adjustments to the normal BBA requirements may be needed. Students should review this with their advisor. NOTE: Students wishing to complete two specializations may not count the same course in both. NOTE: a minimum grade of C is required in each of these courses.				

## 4. Ancillary Courses (9 s.h.) *Minimum grade of C is required for all these courses.*

✓	COURSE	S.H.	NOTES	✓	COURSE	S.H.	NOTES
	ECON 201	3			IDIS 410	3	
	ECON 202	3					

Continued on next page.

## 5. Elective Courses (13 s.h.)

Students are encouraged, but not required, to take elective classes that contribute to a concentration or a minor. If you choose to take a concentration or a minor, please attach the appropriate concentration/minor checklist available at [twu.ca/advising](http://twu.ca/advising).

✓	COURSE	S.H.	NOTES	✓	COURSE	S.H.	NOTES

### NOTES:

- A minimum C grade is required in all Business and Economics courses as well as IDIS 410 (or POLS/IDIS 493 if attending the LLC)
- Students are expected to be competent in the use of Microsoft Office Suite (MS Word, Excel Spreadsheets, MS Access, and PowerPoint) for use in second year and subsequent Business classes.
- BBA students must achieve an overall 2.5 GPA in all of the Business, Economics, and Mathematics courses required in the first two years of study (minimum C grade in each course). Students failing to achieve this minimum must address this deficiency before commencing upper-level study in Business Administration. The 2.5 GPA must be sustained in all required Business and Economics courses taken at the upper level.
- A total of 122 s.h. of credit, including a minimum of 42 s.h. of upper-level credit (24 s.h. in the major) is required to complete this degree. Students must have a minimum overall (cumulative) GPA of 2.0 to graduate.
- You must complete an [Application for Graduation](#) via the Student Portal and [submit a copy of your filled in program checklist\(s\)](#) (i.e. this document) to the Office of the Registrar by April 30 of the year prior to your completion. For more information on the graduation process, please visit [twu.ca/graduation](http://twu.ca/graduation).

*This program is offered under TWU's exempt status with the Degree Quality Assessment Board.*

THIS CHECKLIST IS INTENDED TO ASSIST STUDENTS AND ADVISORS IN ENSURING THAT ALL REQUIREMENTS ARE MET. IT IS THE RESPONSIBILITY OF THE **STUDENT** TO MEET ALL REQUIREMENTS.