

**Eberly College of Business & IT Approval for**  
***Business Administration Minor***  
**(For Non-Business Majors Only)**

Student's Name: \_\_\_\_\_

ID# @ \_\_\_\_\_

Local Phone: \_\_\_\_\_

IUP E-mail ID: \_\_\_\_\_

Student's Major: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

\_\_\_\_\_  
 Major Advisor's signature

\_\_\_\_\_  
 Advisor for Business Administration Minor  
 Dr. Ramesh Soni, 308A ECB, Ext.7-7786

I do/don't approve the inclusion of Business Administration minor into the above student's record.

Reason For disapproval: \_\_\_\_\_

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Chairperson, Department of Management  
 304 Eberly College of Business, Ext.7-2535

Checklist Of Required Courses	Term	Year	Grade	Verification by the Mgmt Dept Office
<b>Social Science</b>				
ECON 121 Principles of Macroeconomics				
<b>Mathematics</b>				
MATH 214 or 216 Prob. & Statistics				
<b>Liberal Studies Electives</b>				
BTED/COSC/IFMG 101 Comp. Lit.				
ECON 122 Principles of Microeconomics				
<b>Required Business Courses</b>				
ACCT 201 Accounting Principles I				
ACCT 202 Accounting Principles II				
FIN 310 Finance I				
MGMT 310 Principles of Management				
MKTG 320 Principles of Marketing				
<b>Electives: Two of the Following</b>				
BLAW 235 Legal Environment Bus.				
IFMG 300 Information Sys				
BCOM 321 Bus & Interpersonal Comm.				
MGMT 330 Prod & Operations Mgt				

**Note to Major Advisors:** Minors must be cleared by the Management Department for graduation with Minor in Business Administration.

**Note to Students:**

1. Computer Science majors are waived from BTED/COSC/IFMG 101 and IFMG 300. That means, they can take just one (not two) elective.
2. Keep in mind the following prerequisite sequence while planning your course work:  
 (a) FIN 310 has ACCT 202 and MATH 214/217 as prerequisites; additionally, ACCT 202 has ACCT 201 as a prerequisite;  
 (b) MKTG 320 has ECON 122 as a prerequisite; (c) MGMT 330 has MATH 115 and MATH 214/217 as prerequisites.
3. None of the required courses can be taken as a "Pass/Fail" course.