

**FOUR-YEAR ROADMAP AND CHECKLIST FOR BA IN BUSINESS ADMINISTRATION
HUMAN RESOURCES MANAGEMENT CONCENTRATION
120 units**

The BA in Business Administration can be completed in four years, but to do so requires careful planning and preparation. You must average 15 units (five courses) per semester and you must plan ahead so that you will meet all prerequisites. You can opt to complete courses in the summer or winter session. If you are planning to work, you should adjust your unit load accordingly.

New upper-division transfer students can complete the upper-division requirements in two years provided you have completed at least 60 transferable units, are fully GE certified, and have completed all of the lower-division business core. Start following the roadmap in the fifth semester.

Year 1

First Semester

- __GE Area A.2 ENGL 101 (3)
- __Pre-requisite to MATH 130/135/150A (3-4)
- __GE Area C.1 Introduction to Arts (3)
- __GE Area C.2 Introduction to Humanities (3)
- __GE Area C.4 Origins of World Civilization (3)

Second Semester

- __GE Area A.1 Oral Communication (3)
- __GE Area B.4 MATH 130 **OR** MATH 135 **OR** MATH 150A (3-4)
- __GE Area A.3 Critical Thinking (3)
- __GE Area B.1 Physical Science (3)
- __GE Area D.4 American Government (3)

Year 2

Third Semester

- __ACCT 201A (3)
- __GE Area D.1 ECON 201 (3)
- __BUAD 201 (3)
- __GE Area D.2 World Civilizations and Cultures (3)
- __GE Area D.3 American History, Institutions and Values (3)

Fourth Semester

- __ACCT 201B (3)
- __ECON 202 (3)
- __MGMT 246 (3)
- __GE Area B.2 + B.3* Life Science(3) + Laboratory Experience (1)
- __GE Area C.3 and Z (300-400 level)** Explorations in Arts or Humanities and Cultural Diversity (3)

Year 3

Fifth Semester

- __BUAD 301 (3)
- __ISDS 361A (3)
- __MGMT 339 (3)
- __MGMT 340 (3)
- __GE Area E BUAD 300 (3)

Sixth Semester

- __FIN 320 (3)
- __ISDS 361B (3)
- __MKTG 351 (3)
- __MGMT 343 (3)
- __MGMT 445 (3)

Year 4

Seventh Semester

- __ISDS 351 (3)
- __ECON 315 **OR** ECON 320 (3)
- __GE Area D.5/Global Business Requirement*** (3)
- __MGMT 432 (3)
- __MGMT 434 (3)

Eighth Semester

- __MGMT 449 (3)
- __MGMT 436 (3)
- __HR MGMT Elective: MGMT 425 or MGMT 435 or MGMT 440 or MGMT 443 or MGMT 464 (3)
- __GE Area B.5, Internship or Free Elective**** (3)
- __Free Elective (3)

Student Action Plan

Year 1

- If required, complete all remediation (Math 30A-B, 40, 45, ENGL 99 or 100) by the end of your second semester to avoid Administrative Disqualification.
- Complete MATH 115 or MATH 125 pre-requisite before MATH 130/135/150A, if necessary.
- MATH 130/135/150A must be completed with a C or better.
- Complete General Education (GE) courses in areas A.1, A.2, and A.3 with C- or better.
- Courses taught by your major department will not count for GE unless specified.
- Visit UH 123B Academic Advising Center to review GE and graduation requirements.

Year 2

- *B.3 Laboratory Experience can be completed with either GE Area B.1 or B.2.
- **GE Area Z can be double counted with GE Area C.3. Please consult with an Academic Advisor.
- All business core courses must be completed with a C or better.
- Meet with an advisor in the Business Advising Center SGMH 1201 **during the semester you are completing your last lower division core requirements.**
- Declaration of a concentration is required before enrollment in concentration courses.
- For questions regarding concentration and career options visit Mihaylo Career Services and/or a faculty mentor.

Year 3

- **FILE GRAD CHECK** through your Student Center once you have earned 85 units and are one year from graduation.
- Meet with your assigned faculty mentor each semester.
- Maintain a 2.0 GPA in the Human Resource Management concentration.

Year 4

- Attend a Live Grad Check Workshop to have your Graduation Check approved.
- ***ECON 330, 332-336 will satisfy GE Area D.5, an upper-division GE requirement and the Global Business Requirement.
- ***If needed, complete a course in B.5 to meet all unit requirements for Area B. You may also consider an internship or free elective to reach 120 units.
- All business core courses must be completed before taking MGMT 449.
- A minimum of 120 total units must be completed to graduate.

Notes:
