### Organizational Administration Checklist - Bachelor of Applied Science

(13 courses = 50 semester credits) Major Requirements - Effective Fall 2015

<table>
<thead>
<tr>
<th>Transfer Accepted</th>
<th>Term/Year Registered</th>
<th>Grade</th>
<th>Comments</th>
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#### Foundation Courses
Foundation Courses must be completed to be eligible to declare your major.

- *MIS 100EL Fund of IT in Orgs (FITO) (4 cr)
- Math 1154 College Algebra (or higher) (4 cr)
- *Econ 201 Microeconomics (3 cr)
- *Econ 202 Microeconomics (3 cr)
- Stat 201 Statistics I (4 cr)
- *Acct 210 Financial Acctg (4 cr)

#### Business Core Courses
A minimum of 30 credits and GELS writing requirements must be completed before registering for upper-division (300-500 level) COM courses.

- DSci 434 Intro to Operations Mgmt (4 cr)
- Fin 390 Principles of Finance (4 cr)
- Mgmt 310 Mgmt Principles & Practices (4 cr)
- MIS 310 Principles of MIS (4 cr)
- *Mktg 300 Marketing Principles (4 cr)

#### Major Electives (4 UD credits)
See Organizational Administration Major Course Sequence for allowable selections.

- Elective:
- Elective:

#### Capstone
A minimum of 90 credits and all prerequisites must be completed before registering for this course. Take at the end of the major.

- Mgmt 499 Case Studies in Strategic Mgmt
- Entr 490 Challenges & Choices in Small Business & Entrepreneurship (4 cr)

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### Additional Organizational Administration Major Graduation Requirements

#### Major Declaration Policy
Must have completed an AAS degree with a cumulative 2.5 GPA or higher. Up to 40 technical credits allowed toward BAS degree. All Foundation Courses must be completed with a C- or higher to be eligible to declare your major. You must be accepted to a major by the time you complete 80 credits or within one year of transferring to Metropolitan State.

#### * Waiver Exams:
Free waiver examinations are available to test out of these courses. [http://www.metrostate.edu/msweb/explore/com/advising/forms.cfm](http://www.metrostate.edu/msweb/explore/com/advising/forms.cfm)

#### Organizational Administration Residency Requirements
At least 20 credits from among the Business Core Courses, Major Electives and Capstone must be completed at Metropolitan State.

#### College of Management Residency Requirement
- Satisfied by the Organizational Administration Major Residency Requirement.

#### Metropolitan State Graduation Requirements
- All courses for the major completed with C- or higher grade or S (Satisfactory).
- A minimum of 120 total acceptable unduplicated credits.
- A minimum of 40 upper division credits.
- A minimum of 30 credits completed at Metropolitan State.
- All GELS (General Education/Liberal Studies) requirements:
  - Eight (8) credits of Liberal Studies (LS)
  - Superscript numbers and letters:
    - Numbers indicate overlap Goal areas
    - LS indicates Liberal Studies
    - EL indicates General Education Electives
- A minimum GPA (Grade Point Average) of 2.0

#### Comments:

Date: Reviewed by: