BS in Business Administration
College of Business

Essentials for Every Semester

- Meet with your major advisor and consult Advisors in SSC 220 as needed for course selection strategies. Take courses in the proper sequence.
- Meet deadlines to register, pay fees, and apply for financial aid.
- Check your DPP. Are you on-track to meet requirements?
- Complete a sufficient number of units each term (15–16 units) to graduate in four years. Some programs require more.
- Check your Student Center prior to registration for registration holds and updating your personal info.
- Check your Student Center in the first two weeks of classes to confirm your class schedule and that all adds and drops have been processed as you expected.
- Check your Student Center after each semester for your grades and academic standing. If your GPA drops below a 2.0, consult an Advisor.

FRESHMAN

Learn where to find and how to use campus resources such as the Student Learning Center, Health Center, Academic Advising, Wellness Center, and your Business Advisor.

Visit each of your instructors during their office hours. Make a point to get to know your professors and meet with your Business Advisor at least once a semester.

Obtain your Major Academic Plan (MAP). It will enable you and your advisor to plan for each semester.

If you need preparatory math and/or English courses, complete them in your first year.

6 GE courses, 4 Pre-Business core courses.

SOPHOMORE

Know how to use your Degree Progress Report (DPP) in your Student Center. Go to Academic Advising for help.

Declare your major (option) - visit your COB BBLearn Community for more info.

Complete your GE Foundation courses. Consider completing an interdisciplinary minor within your GE.

Consult an advisor for help.

Consider an internship to explore your major and build professional skills. Internships provide you with valuable work experience prior to graduation.

Attend forums and lectures; Research options in Business for major choice.

4 GE courses, 4 Pre-Business/UD core courses.

JUNIOR

Apply for graduation one year in advance of your expected graduation date.

Review your involvement, leadership, and cultural resumes. Have you participated in clubs, community service, recreational opportunities, musical, dramatic or cultural performances, lectures or forums?

Network with alumni, advisory boards, and other potential employers.

Take on a leadership position in your student organization.

Study abroad.

4 GE courses, 6 Pre-Business/UD core courses.

SENIOR

Confirm graduation progress with an Evaluator.

Meet with a Business Advisor.

Finish all major requirements.

Complete a sufficient number of units each term (15–16 units) to graduate in four years. Some programs require more.

Apply for graduation one year in advance of your expected graduation date.

Meet deadlines to register, pay fees, and apply for financial aid.

Check your Student Center prior to registration for registration holds and updating your personal info.

Check your Student Center in the first two weeks of classes to confirm your class schedule and that all adds and drops have been processed as you expected.

Check your Student Center after each semester for your grades and academic standing. If your GPA drops below a 2.0, consult an Advisor.

Get Good Advice

Get to know your COB BBLearn Community for more info.

Follow your COB BBLearn Community for more info.

Take the Right Classes

Join a COB club or student organization and work on one project.

Consider completing an interdisciplinary minor within your GE.

Consider an internship to explore your major and build professional skills.

Consider a time management workshop in the Student Learning Center.

Use the Career Center to assess your interests, skills, and work values.

Create your resume.

Apply What You Learn

Apply for graduate/professional school.

Look for global internship and career opportunities.

Look into the SSF program for further education.

Consider completing an interdisciplinary minor within your GE.

Consult an advisor for help.

Meet with a Business Advisor.

Finish all major requirements.

Meet deadlines to register, pay fees, and apply for financial aid.

Check your Student Center prior to registration for registration holds and updating your personal info.

Check your Student Center in the first two weeks of classes to confirm your class schedule and that all adds and drops have been processed as you expected.

Check your Student Center after each semester for your grades and academic standing. If your GPA drops below a 2.0, consult an Advisor.

Connect with Peers

Consult an advisor for help.

Meet with a Business Advisor.

Finish all major requirements.

Meet deadlines to register, pay fees, and apply for financial aid.

Check your Student Center prior to registration for registration holds and updating your personal info.

Check your Student Center in the first two weeks of classes to confirm your class schedule and that all adds and drops have been processed as you expected.

Check your Student Center after each semester for your grades and academic standing. If your GPA drops below a 2.0, consult an Advisor.

Prepare for Life After Graduation

Consult an advisor for help.

Meet with a Business Advisor.

Finish all major requirements.

Meet deadlines to register, pay fees, and apply for financial aid.

Check your Student Center prior to registration for registration holds and updating your personal info.

Check your Student Center in the first two weeks of classes to confirm your class schedule and that all adds and drops have been processed as you expected.

Check your Student Center after each semester for your grades and academic standing. If your GPA drops below a 2.0, consult an Advisor.