

## ***College of Business Advising – Things to Remember***

1. For the BBA degree, we divide the curriculum into the following groups:
  - a. Business Foundation – 30 hours
  - b. Business Core – 18 hours
  - c. Major Discipline – 24 hours
  - d. General Education (38 hours beginning Fall 2013)
  - e. Electives to 120 hours

2. COB Progression Requirements:

In order for a BBA-seeking student to enroll in more than nine (9) hours of upper division courses in the College of Business, they must meet the following progression requirements:

- a. Obtain a 2.0 or higher cumulative grade point average, and
  - b. Complete ACCT 2310, 2311, ECON 2320, 2321, QMTH 2330 with a 2.0 grade point average in these five courses.
3. Prerequisites check process:
    - a. Implementation of Banner system check
    - b. Advisors still need to emphasize in advising sessions

4. GPA Issues:

Candidates for the BBA degree must satisfy the following minimum grade point average requirements:

- a. a 2.0 grade point average overall
  - b. a 2.0 grade point average in the business foundation and core
  - c. a 2.0 grade point average in all major courses
5. Grade Forgiveness:

A student may repeat in residence a maximum of four courses in which a D, F, or WF grade is earned. Both grades will remain on the permanent record, but only the second grade will be used to calculate the grade point average.

This option may be used only once for each course in which a D, F, or WF was received. A student must accept, for purposes of grade forgiveness, the first four courses repeated. No course may be repeated for the purpose of grade forgiveness after a course for which it is a prerequisite has been passed. The grade forgiveness provision is applicable only to students who do not possess a baccalaureate degree.

6. Documentation and Planning (See attached sample advising worksheet)

***Sample Advising Worksheet***

Student:

ID:

Recommended classes:

Summer 2013

Fall 2013

Spring 2014

Please lift the advising hold for this student.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_