SFU
BEEDIE SCHOOL OF BUSINESS
SIMON FRASER UNIVERSITY

Business Administration Major for Fall 2012 to Summer 2013

Name: ____________________________
Student Number: __________________
Email: ____________________________
Advisor: ____________________________
Date: ____________________________


**Business Major Course Requirements**

**Lower Division Course Requirement:**

*(minimum C– grade required)*

- BUS 207-3 (or ECON 201/ECON 301) ___
- BUS 237-3 ___
- BUS 251-3 ___
- BUS 254-3 ___
- BUS 272-3 ___
- BUEC 232-4 (or STAT 270) ___
- ECON 103-4 ___
- ECON 105-4 ___
- MATH 157-3 (or MATH 150/151/154) ___

And any two of:

- ENGL 101-3 ___
- PHIL XX1-3 ___
- ENGL 102-3 ___
- PHIL 100-3 ___
- ENGL 103-3 ___
- PHIL 120-3 ___
- ENGL 104-3 ___
- WL 101W-3 ___
- ENGL 105-3 ___
- WL 103W-3 ___
- ENGL 199-3 ___
- WL 104W-3 ___

**WQB (Writing, Quantitative, Breadth) Requirement:**

*(minimum C– grade required)*

- 6 units of W*: ___ ___

  *must be met by taking one lower division W course, and BUS 360W.

  Students are required to complete BUS 360W at SFU and before their 75th unit.

- 6 units of Q: ___ ___

- 24 units of B: ___
  - 6 units of B-Soc: ___ ___
  - 6 units of B-Hum: ___ ___
  - 6 units of B-Sci: ___ ___
  - two additional courses outside the major program: ___ ___

  (met by taking non-bus/buec requirements listed below)

For more information regarding WQB requirements, please visit:

http://www.sfu.ca/ugcr/for_students/wqb_requirements.html

Students admitted to SFU before Fall 2006, are required to complete group requirements. Please consult with the Undergraduate Program for more information.

**Non-business/non-buec requirement:**

Students must complete a minimum of 15 non-business/non-buec courses, worth a minimum of 3 units each, during their degree. These courses are generally completed in the first half of a degree and may be at any level (example: MATH 157-3, ECON 103-4) and includes WQB requirements.

Non-business/non-buec courses to date: ______

**Business Core Courses:**

*(minimum C– grade required)*

- BUS 303-3 ___
- BUS 312-4 ___
- BUS 336-4 ___
- BUS 343-3 ___
- BUS 360W-4* ___
- BUS 374-3 or BUS 381-3 ___
- BUS 393-3 ___
- BUS 478-3** ___

  *Students are required to complete BUS 360W at SFU and before their 75th unit.

  **Students are required to complete BUS 478 at SFU.

**Business Career Passport:**

Over the course of the BBA, business students must register in and complete six mandatory Business Career Passport workshops. The workshops may be completed in any order. However, it is recommended that students take the self-assessment workshop in their first 60 units. Passport Workshops include:

- Self–Assessment & Finding Your Fit
- Networking & Business Etiquette
- Professional Business Resumes
- Competitive Cover Letters
- Interview Preparation and Tactics
- Job Search Strategies & Career Management

Enrollment and participation in workshops must be recorded with the Career Management Centre. To learn more or to register, visit:

beedie.sfu.ca/careerpassport

**Business 400 + Level Requirement:**

BUS _____ BUS _____ BUS _____

Students are required to complete a minimum of three 400 level courses in either Business or BUEC. One of these three courses must be completed at SFU. BUS 400 level courses taken within an area of concentration(s) will count towards this requirement. BUS 425 and BUS 478 do not satisfy this requirement.
**Area of Concentration:**
Students are required to complete at least one area of concentration within their program, with the option of more than one area. Courses that are listed in two areas (e.g. BUS 418 is listed in both Finance and International Business) will count in both areas. For information on our Accounting Honours program, please consult our website or with an academic advisor.

### Entrepreneurship and Innovation:
- **Complete:** BUS 338-3  BUS 342-3  BUS 477-4
- **Plus complete 2 of:** BUS 314-3  BUS 361-3  BUS 443-3  BUS 452-3  BUS 453-3  BUS 486-3

### Finance:
- **Complete:** BUS 312-4  BUS 315-4  BUS 316-3
- **Plus complete 2 of:** BUS 410-3  BUS 413-4  BUS 417-4  BUS 418-3  BUS 419-3

### Human Resource Management:
- **Complete:** BUS 374-3  BUS 381-3
- **Plus complete 3 of:** BUS 432-3  BUS 472-3  BUS 481-3  BUS 482-3  BUS 484-3  BUS 485-3  BUS 486-3  BUS 487-3  BUS 488-3  BUS 489-3

### International Business:
- **Complete:** BUS 346-3
- **Plus complete 4 of:** BUS 418-3  BUS 430-3  BUS 431-3  BUS 432-3  BUS 434-3  BUS 435-3  BUS 447-3  BUS 49X-3 (IB Topic)

### Management Information Systems:
- **Complete:** BUS 361-3  BUS 362-4  BUS 468-3
- **Plus complete 2 of:** BUS 462-3  BUS 464-3  BUS 466-3  BUS 49X-3 (MIS Topic)

### Operations Management:
- **Complete:** BUS 336-4  BUS 473-4
- **Plus complete 2 of:** BUS 437-3  BUS 440-4  BUS 474-3  BUS 49X-3 (OM Topic)  BUEC 433-5

### Marketing:
- **Complete:** BUS 343-3  BUS 345-4  BUS 347-3
- **Plus complete 3 of:** BUS 443-3  BUS 444-3  BUS 445-3  BUS 446-4  BUS 447-3  BUS 448-4  BUS 449-3  BUS 459-3

### 45 Upper Division (UD) Unit Requirement:
Students must complete a minimum of 45 units of upper division (300 + or 400+) course work at SFU. Approved Business students may access upper division courses once they complete 45 units. These 45 UD units break down as follows:
- 36 UD BUS or BUEC units  total to date_____
- 9 UD non-BUS or BUS units  total to date_____

### 120 Unit Requirement:
A BBA Degree requires the completion of at least 120 units (students may chose to complete more)

120 units  total to date_____
BBA Program Structure

**Business Major: 120 Units**

- **Lower Division Course Requirement**
- **WQB/ Group Requirement**
- **Non BUS/ BUEC Requirement**
- **Business Career Passport**
- **Business Core Courses**
- **Area(s) of Concentration**
- **45 Upper Division Unit Requirement**
- **Business 400 + Level Requirement**

Helpful Resources

**Graduation Requirements and Grade Point Averages**
http://students.sfu.ca/calendar/

**Beedie School of Business Homepage**
Everything you need on one website! Information on BBA Honours/ Joint Major/ Minor requirements, Co-operative Education, Career Management Center, international opportunities and much more!
http://beedie.sfu.ca/bba/

**BBA Student Portal**
Need more information on course outlines, updating an area of concentration, Writing Mentors Group, or BBA news? Visit our Student Portal! Everything you need is only a click away.
http://beedie.sfu.ca/bbaportal/

**Academic Advising**
Academic advisors are available at both the Burnaby and Surrey campuses:

Burnaby drop-in hours: Monday to Friday, 10 am to 3 pm
Phone: 778-782-5567   Email: ugrec@sfu.ca

Surrey: Monday to Friday, 10 am to 12 pm, and 2 pm to 4 pm (appointments preferred)
Phone: 778-782-8019   Email: bussry@sfu.ca

**Student Learning Commons**
If you need assistance with your course work, the Student Learning Commons can help you! For more information, check out their website:
http://learningcommons.sfu.ca/