Name: _____________________
SFU ID: ____________________
Email: _____________________

BACHELOR OF BUSINESS ADMINISTRATION

GRADUATION ELIGIBILITY CHECKLIST
BUSINESS ADMINISTRATION MAJOR for Calendar Fall 2009 – Summer 2010

COURSE REQUIREMENTS

Course requirements normally completed in the first half of a student's degree:
- **Lower Division requirements**
- **Group Requirements** (for students admitted to SFU before Fall 2006)
- **Writing/Quantitative/Breadth requirements (WQB)** (for students admitted to SFU Fall 2006 onward)
- **Non-Business, non-Buec requirement**

Course requirements normally completed in the second half of a student's degree:
- **Business Core Courses**
- **Area of Concentration**
- **Bus 400+ requirement**
- any outstanding course work to meet graduation requirement of 120 units

<table>
<thead>
<tr>
<th>Requirements Met</th>
<th>Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Lower Division Course Requirements:</strong> minimum required grade C-</td>
<td></td>
</tr>
<tr>
<td>Bus 207-3 (or Econ 301)</td>
<td>Bus 237-3</td>
</tr>
<tr>
<td>Buec 232-4 (or Stats 270)</td>
<td>Econ 103-4</td>
</tr>
<tr>
<td>Any two of: Engl 101, 102, 103, 104, 105, 199, Phil 001, 100, 120</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Requirements Met</th>
<th>Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Group Requirements:</strong> (for students admitted to SFU before Fall 2006) minimum required grade D</td>
<td></td>
</tr>
<tr>
<td>Students must meet specific breadth requirements for Group A, B and C. (see below) Requirements may be at any level (100+, 200+, 300+ or 400+). This requirement may be partially met with courses completed in the lower division requirements. (e.g. Econ 103 = Group B.) For Group A and B, students must pick courses from at least two departments. For example: 3 English + 1 History courses satisfies the 4 course requirement and the two department requirement.</td>
<td></td>
</tr>
</tbody>
</table>

**Group A**
- four courses: ____ ____ ____ ____
- two departments: ____ ____

Students must complete four courses from at least two departments from the following:
- Contemporary Arts, English, History, Humanities, Languages, Linguistics, Philosophy

**Group B**
- four courses: ____ ____ ____ ____
- two departments: ____ ____

Students must complete four courses from at least two departments from the following:

**Group C**
- two courses: ____ ____

Students must complete two courses from the following:

<table>
<thead>
<tr>
<th>Requirements Met</th>
<th>Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WQB (Writing, Quantitative, Breadth) Requirements:</strong> (for students admitted to SFU Fall 2006 onward) minimum required grade C-</td>
<td></td>
</tr>
<tr>
<td>6 units of W – can be met by taking 1 of Engl 101, 102, 103, 104, 105, 199 for entry and Bus 360 for Business core</td>
<td></td>
</tr>
<tr>
<td>6 units of Q – can be met by taking Math 157 and Buec 232 for entry to Bus</td>
<td></td>
</tr>
<tr>
<td>24 units B</td>
<td></td>
</tr>
<tr>
<td>6 units of B-Soc – can be met by taking Econ 103 and 105 for entry to Bus</td>
<td></td>
</tr>
<tr>
<td>6 units of B-Hum – can be met by taking Phil 100 and 120</td>
<td></td>
</tr>
<tr>
<td>6 units of B-Sci – can be met by taking for example EASC 103, 104</td>
<td></td>
</tr>
<tr>
<td>6 units of UB – can be met within the 50 units of non-Bus, non-Buec</td>
<td></td>
</tr>
</tbody>
</table>

For complete information regarding WQB requirements see [http://www.sfu.ca/ugcr/For_Students/WQB_Requirements/](http://www.sfu.ca/ugcr/For_Students/WQB_Requirements/)

<table>
<thead>
<tr>
<th>Requirements Met</th>
<th>Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>50 Non-BUS or non-BUEC unit requirement:</strong> total to date ____</td>
<td></td>
</tr>
</tbody>
</table>

Students must complete a minimum of 50 units of non-BUS or non-BUEC course work within their degree requirement. These courses are generally, though not necessarily, completed in the first half of a degree and may be at any level. E.g.: Math 157 or Econ 301.
Group Requirements and non-BUS, non-BUEC Lower Division courses may be applied to this requirement.
### Business Core courses: minimum required grade C-

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Met</th>
<th>Not Met</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus 303-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 312-4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 336-4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 343-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 360W-4*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 374-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 381-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 393-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bus 478-3</td>
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<td></td>
</tr>
</tbody>
</table>

Approved business students may access Upper Division business courses once they reach 45 units. *Students are required to complete Bus 360W before their 75th unit.

### Business 400+ level requirement:

*BUS 400 level courses taken within area of concentration(s) will count toward this requirement.

### Area of Concentration:

Students are required to complete at least one area of concentration within their program, with the option of pursuing 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 towards the requirements of both areas.

### Entrepreneurship

Do all of:  
- Bus 314-3  
- Bus 342-3  
- Bus 361-3  
- Bus 443-3  
- Bus 486-3  

### Finance

Do:  
- Bus 312-4 *core*  
- Bus 315-4  
- Bus 316-3  
- Bus 410-3  
- Bus 413-4  
- Bus 417-4  
- Bus 419-3  

+ at least 2 of:  
- Bus 432-3  
- Bus 472-3  
- Bus 481-3  
- Bus 483-3  

### Human Resource Management

Do 1 of:  
- Bus 374-3  
- Bus 381-3  

+ at least 1 of:  
- Bus 482-3  
- Bus 487-3  

+ at least 3 of:  
- Bus 432-3  
- Bus 472-3  
- Bus 481-3  
- Bus 483-3  
- Bus 485-3  
- Bus 486-3  
- Bus 488-3  

### International Business

Do:  
- Bus 346-3 *and* one of: Bus 380-3 or Bus 432-3 *and* one of: 434-3 or 435-3  

+ at least 1 of:  
- Bus 431-3  
- Bus 49X-3 (IB Topic)  

+ at least 1 of*:  
- Bus 418-3  
- Bus 447-3  

*or any other BUS 400 level IB course **NOT** already used to satisfy the above

### Management Information Systems

Do:  
- Bus 361-3  
- Bus 362-4  
- Bus 468-3  

+ at least 2 of:  
- Bus 462-3  
- Bus 464-3  
- Bus 466-3  
- Bus 49X-3 (MIS Topic)  

### Management of Innovation

Do:  
- Bus 338-3  
- Bus 361-3  

+ at least 3 of:  
- Bus 450-3  
- Bus 453-3  
- Bus 452-3  
- Bus 454-3  

### Management Science

Do:  
- Bus 336-4 *core*  
- Bus 437-3  
- Bus 440-4  
- Bus 473-4  
- Bus 474-3  
- Bus 49X-3 (MS Topic)  

+ at least 2 of:  
- Bus 433-5  

### Marketing

Do:  
- Bus 343-3 *core*  
- Bus 345-4  
- Bus 347-3  

+ at least 3 of:  
- Bus 443-3  
- Bus 445-3  
- Bus 446-4  
- Bus 447-3  
- Bus 448-4  
- Bus 449-3  
- Bus 459-3  

*Courses that are listed in two areas (e.g. Bus 418 is listed in both Finance and International Business) will count towards the requirements of both areas.
### 45 Upper Division (UD) unit requirement:

A student must complete 45 units of Upper Division (300+ or 400+) course work at SFU. Approved business students may access Upper Division business courses once they reach 45 units.

These 45 UD units break down as follows:

<table>
<thead>
<tr>
<th>36 units Business or Buec</th>
<th>total to date □ □</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 units Business or Buec or elective</td>
<td>total to date □ □</td>
</tr>
</tbody>
</table>

### 120 unit requirement:

A BBA degree requires the completion of at least 120 units. (Students may choose to complete more). These 120 units must include the following previously mentioned requirements:

- Lower Division, Group/WQB, 50 units of Non-Business/Buec,
- Cores, Bus 400 levels, Area of Concentration, 45 UD units.

| 120 units | total to date □ □ |

### BBA PROGRAM STRUCTURE

#### Year 1 and 2 - complete your lower division, non-business and WQB requirements.

- **36 units**
  - 19 units of LD BUS (BUEC 232, BUS 207, 237, 251, 254 272)
  - 17 units of non-business lower divisions (2 of the required English/Phil, Econ 103 and 105, Math 157)

- **24-33 units** non-business and WQB requirements

#### Year 3 and 4 – complete your core Business courses, at least one area of concentration, and 400 level course requirements, plus additional units to ensure a total of 120 units.

- **36 units** Upper Division BUS/BUEC, includes core business, concentration, and 400 levels
- **9 units** Upper Division (BUS or non-BUS, courses from an additional concentration can count here)
- **15 units** Course work to bring to a total of 120 units (any level, BUS or non-BUS; these units required only if a student does not have a total of 120 units after completing all of the above).

Please see SFU Calendar for Grade Point Average Graduation Requirements.

For BBA Honors, Joint Major, or Minor requirements, please consult the SFU calendar, BBA website, or BBA advisors.

http://business.sfu.ca/bba/