

**Missouri Baptist University**  
2003 – 2006 Degree Sheets  
**Bachelor of Arts in Business Administration**

Student's Name \_\_\_\_\_

I.D. # \_\_\_\_\_

Date of Initial Enrollment \_\_\_\_\_  
(if readmitted, indicate semester readmitted)

Enrollment Status \_\_\_\_\_  
(Freshman, Transfer, Re-admit)

Course Completed \_\_\_\_\_  
Course \_\_\_\_\_  
Semester \_\_\_\_\_

Course Completed \_\_\_\_\_  
Course \_\_\_\_\_  
Semester \_\_\_\_\_

GENERAL EDUCATION REQUIREMENTS	DEGREE REQUIREMENTS
<p><input type="checkbox"/> <b>Completed</b> <b>COMMUNICATION SKILLS:</b></p> <p><input type="checkbox"/> ENGL 113 College Composition I _____</p> <p><input type="checkbox"/> ENGL 123 College Composition II _____</p> <p><input type="checkbox"/> COMM 103 Speech Communication _____</p> <p><input type="checkbox"/> <b>Completed</b> <b>FINE ARTS AND HUMANITIES:</b> 3 courses (at least 9 hours) from the courses listed below, with at least one from each division (one Fine Arts, one Humanities, and one from either)</p> <p><u><i>Fine Arts</i></u></p> <p><input type="checkbox"/> ARTS 153 Art Appreciation _____</p> <p><input type="checkbox"/> COMM 153 Appreciation of Electronic Visual Media _____</p> <p><input type="checkbox"/> COMM 233 Introduction to Cross-Cultural Communication _____</p> <p><input type="checkbox"/> MUHL 153 Appreciation of Music _____</p> <p><input type="checkbox"/> OR equivalent Fine Arts background _____</p> <p><u><i>Humanities</i></u></p> <p><input type="checkbox"/> HUMT 153 Travel Studies _____</p> <p><input type="checkbox"/> RPHI 213 Introduction to Philosophy OR _____</p> <p><input type="checkbox"/> RPHI 203 Introduction to Logic _____</p> <p><input type="checkbox"/> OR equivalent Humanities background _____</p> <p>*The student may substitute any upper-division Philosophy course if an introductory course in Philosophy or Logic has been completed.</p> <p><input type="checkbox"/> <b>Completed</b> <b>NATURAL SCIENCE:</b> 1 course from the biological sciences and 1 course from chemistry or physical science (at least 7-8 hours*)</p> <p><input type="checkbox"/> BIOL 101 + 103 Introduction to Biology _____</p> <p><input type="checkbox"/> CHEM 111 + 113 Introduction to Chemistry OR _____</p> <p><input type="checkbox"/> PHYS 111 + 103 Introduction to Physical Science OR _____</p> <p><input type="checkbox"/> PHYS 122 + 123 Geology and Earth Science _____</p> <p>*For the transfer student, at least one of the above must include a laboratory. Students who are planning to receive Missouri teacher certification in the areas of Early Childhood, Elementary, and/or Middle Childhood must have two laboratory science courses, one in biological science and the other in physical or earth science.</p> <p><input type="checkbox"/> <b>Completed</b> <b>MATHEMATICS:</b> one course from the following (at least 3 hours)</p> <p><input type="checkbox"/> MATH 123 Contemporary College Mathematics _____</p> <p><input type="checkbox"/> MATH 133 College Algebra _____</p> <p><input type="checkbox"/> MATH 154 Pre-Calculus _____</p> <p><input type="checkbox"/> OR a course with either MATH 133 or 154 as prerequisite _____</p> <p><input type="checkbox"/> <b>Completed</b> <b>SOCIAL AND BEHAVIORAL SCIENCES:</b> 3 courses from at least two of the following disciplines as listed below: Cultural Anthropology, Economics, History, Political Science, Psychology, and Sociology (at least 9 hours)</p> <p><input type="checkbox"/> ECON 113 Macroeconomics _____</p> <p><input type="checkbox"/> ECON 123 Microeconomics _____</p> <p><input type="checkbox"/> HIST 113 Western Civilization I AND _____</p> <p><input type="checkbox"/> HIST 123 Western Civilization II OR _____</p> <p><input type="checkbox"/> HIST 213 U.S. History I AND _____</p> <p><input type="checkbox"/> HIST 223 U.S. History II _____</p> <p><input type="checkbox"/> POLS 113 Federal Government OR _____</p> <p><input type="checkbox"/> POLS 123 State and Local Government OR _____</p> <p><input type="checkbox"/> POLS 233 American Foreign Policy _____</p> <p><input type="checkbox"/> PSYC 133 General Psychology _____</p> <p><input type="checkbox"/> SOCO 113 Introduction to Sociology OR _____</p> <p><input type="checkbox"/> SOCO 213 Social Issues and Problems OR _____</p> <p><input type="checkbox"/> SOCO 353 Cultural Anthropology _____</p>	<p><input type="checkbox"/> <b>Completed</b> <b>HUMANITIES:</b> 5 courses, as listed below (at least 15-17 hours)</p> <p><input type="checkbox"/> RBIB 113 Old Testament History _____</p> <p><input type="checkbox"/> RBIB 123 New Testament History _____</p> <p><input type="checkbox"/> ENGL 203 World Literary Types _____</p> <p>Two courses in the same foreign language</p> <p><input type="checkbox"/> _____</p> <p><input type="checkbox"/> _____</p> <p><input type="checkbox"/> <b>Completed</b> <b>KINESIOLOGY AND HEALTH SCIENCES:</b> 4 hours (At least 1 hour must be an activity courses, unless waived for documented medical reasons.)</p> <p><input type="checkbox"/> Health and Wellness _____</p> <p><input type="checkbox"/> _____</p> <p><input type="checkbox"/> <b>Completed</b> <b>COMPUTER LITERACY:</b> 1 course as listed below (at least 3 hours)</p> <p><input type="checkbox"/> BCIS 103 Survey of Computing _____</p> <p><input type="checkbox"/> OR proof of demonstrated competency _____ (determined by a University administered assessment test)</p> <p><input type="checkbox"/> <b>Completed</b> <b>INTERDISCIPLINARY STUDIES:</b> 1-2 courses as listed below (3-4 hours)</p> <p><input type="checkbox"/> IDST 101 Collegiate Seminar (required for students entering Missouri Baptist University as first-time freshmen) _____</p> <p><input type="checkbox"/> IDST 403 World Citizen _____</p> <hr/> <p>_____ Total Hours of General Education: at least 37-38</p> <p>_____ Total Hours of Degree Requirements: at least 28-29</p> <p>Associate of Arts Degree: <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Received from _____</p> <p style="text-align: right;">Date _____</p> <p>(Degree must meet MO_CBHE requirements for general education as established 10/87)</p> <hr/> <p><b>Shaded areas are courses that are required for the major or are prerequisites for degree or major requirements.</b></p> <p>Please use check marks in the completed course column</p> <p>Please use the standard abbreviations for the semester and year in the semester column ( FA-00. , SP-01, etc.).</p>

Grade	Course	Semester	Grade	Course	Semester
<b>MAJOR</b>			<b>Minor</b>		
<b>Minimum of 55 total hours completed</b>					
<input type="checkbox"/> <b>Completed</b> <i>Required Accounting (ACCT) courses:</i> _____ ACCT 213 Principles of Accounting I Fall/Summer _____ _____ ACCT 223 Principles of Accounting II Fall/Summer _____					
<input type="checkbox"/> <b>Completed</b> <i>Required Business (BUSN) courses:</i> _____ BUSN 303 Business Ethics Fall _____ _____ BUSN 363 Financial Management Fall _____ _____ BUSN 403 Business in a Global Environment Spring _____ _____ BUSN 413 Business Law I <b><i>OR</i></b> Fall _____ _____ BUSN 423 Business Law II Spring _____ _____ BUSN 463 Strategic Management Fall/Spring _____ _____ BUSN 481 Interviewing Techniques Fall/Spring _____					
<input type="checkbox"/> <b>Completed</b> <i>Required Computer Information Systems (BCIS) course:</i> _____ BCIS 303 Information Technology Theory and Practice Fall _____					
<input type="checkbox"/> <b>Completed</b> <i>Required Economics (ECON) courses:</i> _____ ECON 113 Macroeconomics Fall _____ _____ ECON 123 Macroeconomics Spring _____			<input type="checkbox"/> Yes At least 24 of the last 30 hours taken at Missouri Baptist University		
<input type="checkbox"/> <b>Completed</b> <i>Required English (ENGL) course:</i> _____ ENGL 433 Business Writing Fall/Spring _____			<input type="checkbox"/> Yes Cumulative GPA of at least 2.00 on a 4.00 scale (those seeking certification must achieve a GPA of 2.5)		
<input type="checkbox"/> <b>Completed</b> <i>Required Management (MGMT) courses:</i> _____ MGMT 303 Management Concepts and Prac. Fall _____ _____ MGMT 443 Organizational Behavior Spring _____			_____ Total Hours Of Upper Division (At least 45, 57 for a dual degree) _____ Total Credit Hours (at least 128 to graduate, 152 for a dual degree)		
<input type="checkbox"/> <b>Completed</b> <i>Required Marketing (MKRT) courses:</i> _____ MRKT 313 Introduction to Marketing Fall/Spring _____			Completed: <input type="checkbox"/> Yes Mid-Level Assessment (please list the Mid-Level Assessment) _____ Date Completed _____		
<i>Required: 12 hours of electives in Accounting, Business Administration, Computer Information Systems, Economics, Management or Marketing (excluding general education and degree requirements) to total 55 semester hours.</i> _____ _____ _____			<input type="checkbox"/> Yes Major Field/ Exit Exam/Assessment (Please list the requirement completed) _____ Date Completed _____		
<hr/> At least six hours of major and three hours of minor must be earned at Missouri Baptist University.  A grade of D is not acceptable in courses taken to fulfill the requirements for a major or minor.  If a substitution has been made, attach a copy of the signed approval and indicate the course number and title following the catalog requirement. Please include the date of the substitution.			<b>Students need to make an appointment with the Director of Records the first semester of their Junior Year for their first graduation check.</b>		

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Advisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

Director of Records' Signature \_\_\_\_\_ Date \_\_\_\_\_