Bachelor of Science in Business Administration (BSBA)

The Office of Undergraduate Advising

The mission of this office is to fuse student development and real world applications in helping students become mature, independent, critically thinking business people and civil servants. By graduation, students should be prepared to be lifelong scholars, leaders, and citizens.

The Undergraduate Advising Office serves as the welcoming center for new undergraduate students to the college. All freshmen, new transfer students, or those changing majors are advised in this office as to the appropriate curricula for the majors and minors within the college by individual appointment in this office. Additionally, the office serves all Strome College of Business students as a satellite of Career Development Services, assisting students with internships and job placement.

Eligibility to Enroll in Upper-Level (300/400-level) Business Courses

Only students who have officially completed Step 1 Admission to the BSBA program (see below) will be eligible to enroll in upper-level (300/400) business courses (refer to exceptions for non-business majors). However, students who have completed Step 1 Admission but not Step 2 Admission to the BSBA program (see below) are limited to completing a maximum of 18 credit hours of upper-level business courses. Note: These students will need a Program Restriction Waiver (PRW) to enroll in any 300/400 level business or economics course, with the exception of FIN 323, MGMT 325, MKTG 311, and OPMT 303. Intended Business majors do not need a PRW to enroll in those four courses. Forms to request a PRW to enable enrollment in other 300/400 level business or economics courses before completion of Step 2 admission are available on the Strome College of Business website.

Students with extenuating circumstances may petition the Associate Dean of the Strome College of Business in writing for a one-time, one-semester waiver of the 18 hour limitation on enrollment in 300/400-level business courses without Step 2 Admission to the BSBA degree program.

Enrollment in 300/400-level Business Courses by Non-Business Majors

Enrollment in 300/400-level business courses will be granted without Step 1 Admission or Step 2 Admission to the bachelor's degree program in business administration for the following exceptions:

1. Students pursuing a declared minor in the Strome College of Business may enroll in 300/400-level business courses appropriate to the minor.
2. Students pursuing Upper-Division General Education Requirement Option B: Interdisciplinary Minor or Option D: Six hours of elective upper-division courses outside the student's major discipline or college.
3. Students wishing to satisfy the Impact of Technology requirement may enroll in IT 360T.
4. Students pursuing a degree program other than the Bachelor of Science in Business Administration (BSBA) that requires or accepts specific 300/400-level business courses to complete the degree may enroll in the courses appropriate to the major.
5. Non-degree-seeking students may enroll in 300/400-level business courses if they have satisfied the prerequisites for these courses.

Admission to the Undergraduate Program in Business Administration

General Requirements

Applicants for admission to the undergraduate degree program in business administration (the Bachelor of Science in Business Administration) should apply initially to the Office of Admissions of Old Dominion University. Students cannot be accepted into business administration without first being admitted to the University. Admission to the University does not guarantee admission to the Bachelor of Science in Business Administration (BSBA) program. Candidates for admission to the BSBA program should indicate on the application to the University their intention to enter the undergraduate business administration degree program.

Admission to the BSBA degree program is a two-step process. Students must first successfully complete Step 1 Admission requirements (described below), and be certified as having done so, before undertaking the requirements for Step 2 Admission to the BSBA degree program (described below).

All candidates for admission to the undergraduate business administration program should contact the Strome College of Business directly for an Application for Step 1 Admission or an Application for Step 2 Admission to the program. Applications are available on the Strome College of Business's website, in all of its department offices, and in the College's Undergraduate Advising office. Normally, students should apply for Step 1 Admission in their sophomore year. The Strome College of Business will notify students of the Step 1 Admission decision. Students should normally apply for Step 2 Admission in their junior year. The Strome College of Business will notify students of the Step 2 Admission decision. Students will remain "Intended" business majors until their Step 2 application has been approved.

Admission to the Bachelor's Degree Program in Business Administration: Step 1

Before Step 1 Admission to the bachelor's degree program in business administration can be granted, a student must have earned a grade of C or higher in each of the business Step 1 Admission courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSN 110</td>
<td>Introduction to Contemporary Business</td>
<td>1</td>
</tr>
<tr>
<td>ENGL 110C</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>MATH 162M</td>
<td>Precalculus I</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ECON 202S</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
</tbody>
</table>

BUSN 110 is not required for students pursuing the IT major or for any student with an associate's degree in business administration or with a prior bachelor's degree in business administration. Students may utilize the Grade Forgiveness Policy for the business Step 1 Admission courses.

Transfer students may complete business Step 1 Admission courses BUSN 110, ENGL 110C, MATH 162M, ACCT 201, and ECON 202S at another accredited college or university, but are responsible for having Transfer Evaluation Services determine that the courses are acceptable to the University. Transfer students with associate's degrees from Virginia community colleges that have articulated transfer agreements with ODU that do not require taking ENGL 110C must substitute ENGL 221C (or ENGL 211C or ENGL 231C) for ENGL 110C in the list of business Step 1 Admission courses. All transfer students must have a transfer student evaluation completed by Transfer Evaluation Services to be used as documentation that the transfer courses are acceptable.

In addition to completing the business Step 1 Admission courses, students must have their resumes approved by Career Development Services prior to submitting an application for Step 1 admission.
Waiver of Eligibility Requirements to Enroll in Upper-Level Business Courses for Students Pursuing Step 1 Admission

Students with extenuating circumstances may petition the Strome College of Business Associate Dean (Room 2004 Constant Hall) in writing for a one-time, one-semester waiver of the ban on enrollment in upper-level (300/400) business courses without Step 1 Admission to the bachelor's degree program in business administration. Waivers will be granted under the following conditions:

1. The waiver has not been granted previously.
2. The student must have successfully completed at least 42 credit hours applicable to the BSBA degree program.
3. During the semester for which the waiver is granted, the student must enroll in all remaining business Step 1 Admission courses whose successful completion with a grade of C or better would allow normal Step 1 Admission to the bachelor's degree program in business administration.

Appealing a Denial of Step 1 Admission to the Undergraduate Business Administration Program

Students who do not achieve a grade of C or higher in the business Step 1 Admission courses BUSN 110, ENGL 110C, MATH 162M, ACCT 201, and ECON 202S after utilizing the Grade Forgiveness Policy may appeal in writing to the Associate Dean of the Strome College of Business documenting the reasons why the student should be granted Step 1 Admission to the bachelor's degree program in business administration. The Associate Dean will review the student's other coursework to determine if the student has maintained an overall 2.00 grade point average in at least 25 semester hours or 42 quarter hours from Old Dominion University or an accredited institution of higher education. In this case, the requirement for a grade of C or better in each of the Step 1 Admission courses may, at the discretion of the Associate Dean, be waived.

Admission to the Bachelor's Degree Program in Business Administration: Step 2

Students must first successfully complete Step 1 before undertaking the requirements for Step 2 Admission to the bachelor's degree program in business administration. Students must apply for Step 2 Admission to the program no later than the end of the semester in which they complete the following requirements:

1. Earn an overall cumulative grade point average of at least 2.00 in all courses taken through Old Dominion University.
2. Complete at least 12 hours of upper-level (300/400) courses through Old Dominion University, which must include at least six hours of upper-level courses from the Strome College of Business's BSBA Core coursework. Note: students pursuing Step 2 admission will need a Program Restriction Waiver (PRW) to enroll in any 300/400 level business course with the exception of FIN 323, MGMT 325, MKTG 311, and OPM 303. Forms to request a PRW are available on the College's website.
3. Earn a 2.00 cumulative grade point average or higher in all upper-level courses taken through Old Dominion University.
4. Earn a 2.00 cumulative GPA or higher in all BSBA Core courses taken through Old Dominion University.

Students not meeting these requirements may wish to see the appeal procedures below.

Appealing a Denial of Step 2 Admission to the Bachelor's Degree Program in Business Administration

Students who do not fulfill the requirements for Step 2 Admission, but who have at least a 2.00 cumulative grade point average in all of the business courses taken in the Strome College of Business at Old Dominion University, may appeal in writing to the Associate Dean of the Strome College of Business. The appeal must document the reasons why the student should be granted Step 2 Admission to the bachelor's degree program in business administration. In this case, the regular Step 2 Admission requirements may, at the discretion of the Associate Dean, be waived.

Fast Track Admission to the Bachelor's Degree Program in Business Administration

Students who complete the five courses required for Step 1 of the BSBA admission process (see above) with a grade of B or higher in all five and have a cumulative GPA of 3.0 or higher are eligible for Fast Track Admission. Fast Track Admission allows the student to become fully admitted to the BSBA degree program and move from an Intended to a Declared major at the time their Step 1 application is processed. Students transferring in any of the Step 1 courses are eligible for Fast Track Admission after completing at least 12 credits of course work at ODU if they present an unofficial transcript showing earned grades of B or higher in the Step 1 courses transferred to ODU, and have a cumulative GPA of 3.0 or higher at all prior institutions and at ODU.

Regulations for Continuance in the Bachelor of Science in Business Administration

In addition to the Old Dominion University continuance policies, the following policies are specific to all declared Bachelor of Science in Business Administration (BSBA) students. The Strome College of Business makes a reasonable effort to notify undergraduate students who are not in good academic standing in the BSBA program of their academic status. Each undergraduate student who is placed on BSBA Academic Alarm or BSBA Termination (explained below) will be sent an e-mail message to that effect at the student's Old Dominion University e-mail address, in accordance with the Electronic Messaging Policy for Official University Communication. Non-receipt of the e-mail messages by a student will not be considered grounds for granting exceptions or delays in enforcement of the BSBA continuance regulations.

BSBA Continuance Regulations

At the end of each semester—fall, spring, and summer—the Strome College of Business reviews the records of all students who do not maintain at least a 2.00 cumulative grade-point average (GPA) in the BSBA Core coursework and acts according to the following policies:

1. BSBA Academic Alarm. A student will be placed on BSBA Academic Alarm when the student's cumulative GPA in the BSBA Core falls below 2.00 at the end of a semester, including summer terms. Consistent with the University continuance policy, a student on BSBA Academic Alarm may not enroll in more than 14 credit hours in fall and spring semesters, no more than six credits in the summer terms, and no more than one course in any single summer term. The enrollment limit may be waived under extenuating circumstances and with the permission of the Associate Dean of the Strome College of Business. A student on Academic Alarm must achieve a cumulative GPA in the BSBA Core of at least 2.00 at the end of the next semester of attendance to return to good BSBA academic standing. The student will continue on Academic Alarm each semester if the cumulative GPA in the BSBA Core remains below 2.00, but the semester GPA in the BSBA Core is 2.00 or above. Failure to achieve a semester GPA in the BSBA Core of at least 2.00 will result in termination from the BSBA program. While on BSBA Academic Alarm, it is the student's responsibility to contact the College's Undergraduate Advising Office by email (businessadvising@odu.edu) in the first month of each semester to discuss the student's plan to return to good BSBA academic standing. Should a student decide not to enroll at the University for a semester or other period of time, his or her status will remain the same upon returning.

2. BSBA Termination. A student on BSBA Academic Alarm who fails to achieve a semester GPA in the BSBA Core of at least 2.00 at the end of a fall or spring semester is terminated from the BSBA program. Upon BSBA termination, the student's major is changed from Business Administration to Undecided. These students are advised to contact the Center for Major Exploration.
A student on BSBA Academic Alarm who fails to achieve a semester GPA in the BSBA Core of at least 2.00 in a summer term will not be terminated but will continue in BSBA Academic Alarm status.

Guidelines for Filing a BSBA Termination Appeal

1. All students have the right to appeal their BSBA termination if they feel that extraordinary circumstances were the main reason for their poor academic performance. All BSBA termination appeals must be submitted in writing to the Strome College of Business Associate Dean (Room 2004 Constant Hall) by the deadline posted on the Strome College of Business website: http://bpa.odu.edu/continuance. Late appeals will not be reviewed.

2. Appeals must be based on circumstances pertinent to the semesters in which the academic difficulty occurred that were beyond the control of the student and for which official withdrawal from the course(s) was not an option. Appeal letters must be legible and authored by the terminated student.

   The appeal letter must provide sufficient detail and explanation regarding the following points because there is no face-to-face meeting with the Strome College of Business Associate Dean. The decision of the Associate Dean is final. Students without documentation will not be allowed to appeal their termination. In order to be reviewed, an appeal letter must:
   a. Document the extraordinary circumstances such as a death in the family, medical complications or chronic conditions, personal or family emergency, overwhelming work schedules, dorm-mate conflict, or a personal relationship conflict that have adversely affected performance: i.e., a statement or letter from a physician, employer, family members, faculty, academic advisor, Counseling Services, or Educational Accessibility.
   b. Explain how the extraordinary circumstances caused each semester of poor academic performance.
   c. State the reasons why an official withdrawal was not requested.
   d. Explain how the extraordinary circumstance(s) has been resolved.
   e. Provide a plan of action to return to good BSBA academic standing.

3. Students who do not file a BSBA termination appeal or whose appeals are denied are no longer eligible to pursue the bachelor's degree in Business Administration. Upon BSBA termination, the student's major is changed from Business Administration to Undecided. This does not affect a declared second major outside of the BSBA. These students are advised to contact the Center for Major Exploration.

4. BSBA-Terminated students who had pre-registered for a subsequent semester lose eligibility for continued enrollment in upper-level business courses.

Applying for Readmission to the BSBA Program

After a minimum of five years has passed since a student was terminated from the BSBA program, the student may apply for readmission to the program. There must be a high probability the student will successfully complete the degree program, and approval will be at the discretion of the Strome College of Business Associate Dean.

The decision will be based on an evaluation of the student's transcript and on a written statement from the student explaining how circumstances that previously prevented the student from succeeding have changed in the intervening time period.

If readmitted, a student will be required to take all BSBA Core courses, and their prerequisites, that have not been completed with a grade of C or better, and any other courses required for the student's degree program under the most recent Undergraduate Catalog.

If a student is readmitted, BSBA Core course grades of C- or lower earned before termination will not be included in future BSBA Core GPA calculations (though they will remain on the transcript).

Degree Requirements

Students in all of the Bachelor of Science in Business Administration degree programs must fulfill the University General Education requirements (including foreign language) as well as the Strome College of Business’s core, major, and elective requirements. Students must choose at least one major area to meet requirements towards the degree. The major areas are: accounting, decision sciences, economics, finance, international business, information systems and technology, management, maritime and supply chain management, and marketing. Students majoring in international business must take the specific international business and regional courses that have been designated for their specific region.

To stay in compliance with AACSB accreditation standards, students receiving a Bachelor of Science in Business Administration from Old Dominion University must complete at least half of their business course work in residence with a minimum of four courses in the major. This equates to 10 business classes, thus meeting the University's residency requirement as well.

Majors in the college may not take business and public administration courses for pass/fail credit except those courses in which pass/fail is the only grading option (i.e., internships and practica).

No more than four hours of activity credit (used as free electives) may be applied to degree requirements for students majoring within the college.

Competency in Oral and Written Communication

Competency in oral communication is demonstrated by the completion of COMI 101R, Public Speaking. Additionally, all students majoring in business administration can expect to complete several courses in which individual and/or group oral presentations will be required. The written competency is demonstrated by completion of ENGL 110C and ENGL 221C, Introduction to Writing in Business, Education and the Social Sciences (or ENGL 211C or ENGL 231C) with a grade of C or better.

Upper-Level Writing Intensive Requirement

The upper-level writing intensive requirement in business administration majors is met with MGMT 485W. Students must earn a grade of C or better in MGMT 485W in order to graduate. Exception: students majoring in Economics must complete MGMT 485W, but meet the writing intensive requirement by earning a grade of C or better either in MGMT 485W or in one of the ECON Writing Intensive courses.

Impact of Technology General Education Requirement

The Impact of Technology general education requirement is satisfied within each B.S.B.A. degree concentration except Information Systems and Technology by IT 360T. In the Information Systems and Technology concentration, the Impact of Technology requirement is satisfied by the coursework required for the concentration.

Information Literacy and Research General Education Requirement

The information literacy and research general education requirement is demonstrated by the completion of IT 150G, Basic Information Literacy and Research.

Philosophy and Ethics General Education Requirement

All business students will complete either PHIL 230E or an upper-level "E" course from the approved General Education ethics course list. A philosophy course designated with a "P" will not meet this requirement for business administration students with the exception of a "P" course taken prior to fall 2010.

Advanced Placement

The college accepts advanced placement credit in accordance with the rules and regulations outlined in the Academic Information section of this catalog.
Students may take College-Level Examination Program (CLEP) tests to receive credit for:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 201</td>
<td>Principles of Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 202</td>
<td>Principles of Managerial Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ECON 201S</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 202S</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 331</td>
<td>Legal Environment of Business</td>
<td>3</td>
</tr>
<tr>
<td>MKTG 311</td>
<td>Marketing Principles and Problems</td>
<td>3</td>
</tr>
<tr>
<td>MATH 162M</td>
<td>Calc 3</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 110C</td>
<td>English Composition (C or better)</td>
<td>3</td>
</tr>
</tbody>
</table>

Students are advised to contact the Office of Prior Learning Assessment for more information regarding CLEP and other prior learning assessment credit options. For advanced placement credit in any other business or public administration course, students are advised to contact the chair of the department offering the course.

**Career Advantage Program in Business Administration**

The college participates in the University’s Career Advantage Program. Students may complement their major studies with a practical work experience, which may take the form of an internship, cooperative education experience or a class containing a real-world, hands-on project. Students must apply for internship or co-op participation through the Strome College of Business Career Development Services Satellite Office. All work experiences must be approved by the faculty sponsor in the appropriate department prior to registering for credit. Students may not earn credit for previous or current work experiences. (However, academic credit for work experience may be approved in accordance with the policies for granting prior learning credit as defined in the section on Credit Options at the Undergraduate Level in this catalog.) For details see the Career Development Services section of this catalog.

**Use of Internship and Similar Hours Toward Business Administration Majors**

A student may apply no more than six hours of cooperative education, student internship or practicum courses to satisfy degree requirements. Students may not use more than three hours of cooperative education, student internship or practicum courses to satisfy major elective requirements in each of the student's majors. These courses are numbered 367, 368 or 369. Additional hours of cooperative education, student internship or practicum courses, however, can be used to satisfy other requirements such as free electives or general business electives. Additional internships must each involve substantially different kinds of work experiences. Internships must be approved by the Chief Departmental Advisor of the student's major and the CAP Coordinator of the internship.

**Transfer of the Associate of Science in Business Administration Towards Degree Requirements**

Students transferring to the college must complete a minimum of 10 business courses offered by the college to earn the degree from Old Dominion University, in accordance with AACSB regulations. Those transfer students holding the Associate of Science in Business Administration degree from a Virginia Community College must earn the grade of "C" or better in the following courses in order to satisfy requirements found in the first two years of the B.S.B.A. degree:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 162M</td>
<td>Precalculus I</td>
<td>3</td>
</tr>
<tr>
<td>ECON 201S</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 202S</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 110</td>
<td>Introduction to Contemporary Business</td>
<td>1</td>
</tr>
</tbody>
</table>

With the exception of the courses listed above, the University's lower-division General Education requirements are deemed satisfied by the accepted A.S. degrees. These typically include all A.S. degrees from the Virginia Community College System except the applied science degrees. For more information about accepted A.S. degrees contact the Office of Admissions. Associate degree holders, although meeting lower-level General Education requirements, must ensure that 120 credits are completed to earn the B.S.B.A. degree. A minimum of 25% of the required credit hours must be completed through Old Dominion University, at least 12 of which are upper-level courses in the major program.

The Strome College of Business does not accept courses completed at the freshman and sophomore levels at other institutions for required courses at the junior and senior level at Old Dominion University. Please see the section on CLEP credits (Prior Learning Assessment Credit Options at the Undergraduate Level) for additional information.

**Grade Average Requirements for Graduation**

To graduate with a Bachelor of Science in Business Administration degree, students must present a minimum of 120 hours with a minimum overall grade point average of 2.00 in all courses taken at Old Dominion University. Students must also attain a minimum overall grade point average of 2.00 in courses taken toward the major (courses included in the major grade point average calculation are listed following the description of each major's course work).

Additionally, students must attain a minimum overall grade point average of 2.00 in the BSBA Core listed below. Only courses completed at Old Dominion University will be used to compute the BSBA Core average. Students with an IT major are not required to take IT 360T, so the BSBA Core grade point average is computed using the remaining courses. If the BSBA Core average is below the required 2.00 minimum, students are advised to utilize the Grade Forgiveness Policy or Adjusted Resident Credit option when appropriate to improve the grade point average.

**Requirements for Completing a Bachelor of Science in Business Administration**

The following sections show the courses that are required for all business students, regardless of the chosen major: Lower-Division General Education, BSBA Core Courses, and Upper-Division General Education. Credit hours are listed after the course title. The student must also choose a major and complete the requirements listed for that major on the following pages.

**Foundation Courses for Admission to the Strome College of Business**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 110C</td>
<td>English Composition (C or better)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 162M</td>
<td>Precalculus I</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 201</td>
<td>Principles of Financial Accounting (C or better)</td>
<td>3</td>
</tr>
<tr>
<td>ECON 201S</td>
<td>Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 202S</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>BUSN 110</td>
<td>Introduction to Contemporary Business</td>
<td>1</td>
</tr>
</tbody>
</table>
Not required for students pursuing the IT major or for students with an associate's degree in business administration or with a prior bachelor's degree in business administration.

See the section on Admission to the Undergraduate Program in Business Administration, General Requirements (http://catalog.odu.edu/undergraduate/requirementsforundergraduatedegrees).

### Lower Division General Education

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 101R</td>
<td>Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 110C</td>
<td>English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 221C</td>
<td>Introduction to Writing in Business, Education and Social Sciences (C or better)</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 221C</td>
<td>Introduction to Writing in Business, Education and Social Sciences (C or better)</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 231C</td>
<td>Introduction to Technical Writing (C or better)</td>
<td></td>
</tr>
<tr>
<td>Human Creativity Way of Knowing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Interpreting the Past Way of Knowing *</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>IT 150G</td>
<td>Basic Information Literacy and Research</td>
<td>3</td>
</tr>
<tr>
<td>Literature Way of Knowing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Nature of Science Way of Knowing I and II</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Philosophy and Ethics Way of Knowing **</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MATH 162M</td>
<td>Precalculus I</td>
<td></td>
</tr>
<tr>
<td>MATH 200</td>
<td>Calculus for Business and Economics</td>
<td>3</td>
</tr>
<tr>
<td>Language and Culture ***</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Total Hours</td>
<td>44</td>
<td></td>
</tr>
</tbody>
</table>

* There is a pre-determined history course for students majoring in International Business. Please see the International Business major course work for clarification.

** Must be satisfied by completion of either PHIL 230E or an upper-level "E" course. A philosophy course designated with a P will not meet this requirement for business administration students with the exception of a "P" course taken prior to fall 2010.

*** There are several ways to satisfy the language and culture requirement. Please see the Catalog section labeled Requirements for Undergraduate Degrees, Lower-Division Requirements, Language and Culture for clarification.

Transfer students with an applicable associate's degree from a Virginia Community College or another community college that has a seamless transfer agreement with ODU, and students with a prior bachelor's degree from another university, must nevertheless have a grade of C or better in the following to be able to transfer them:

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<td>Basic Information Literacy and Research</td>
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</tr>
<tr>
<td>ENGL 221C</td>
<td>Introduction to Writing in Business, Education and Social Sciences</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 211C</td>
<td>English Composition</td>
<td></td>
</tr>
<tr>
<td>or ENGL 231C</td>
<td>Introduction to Technical Writing</td>
<td></td>
</tr>
<tr>
<td>PHIL 230E</td>
<td>Introduction to Ethics (Or an upper-level ethics course)</td>
<td>3</td>
</tr>
<tr>
<td>MATH 162M</td>
<td>Precalculus I</td>
<td>3</td>
</tr>
<tr>
<td>MATH 200</td>
<td>Calculus for Business and Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

### BSBA Core

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 201</td>
<td>Principles of Financial Accounting *</td>
<td>3</td>
</tr>
<tr>
<td>ACCT 202</td>
<td>Principles of Managerial Accounting *</td>
<td>3</td>
</tr>
</tbody>
</table>

### Upper-Division General Education

* Option A. Any University-approved minor, second degree, or second major.

* Option B. An interdisciplinary minor consisting of 12 credits, three of which can be in the major. Interdisciplinary minors are described in the University Catalog section labeled Requirements for Undergraduate Degrees, Upper-Division Requirements.

* Option C. International business and regional courses or an approved certification program, such as teaching licensure.

* Option D. Two Upper-Division Courses from outside the Strome College of Business and not required by the major (6 credits).

Not automatically waived for transfer students with an applicable associate's degree from a Virginia Community College or another acceptable community college, or for students with a prior bachelor's degree from another university. A grade of C or better must be earned to transfer these courses to Old Dominion University.

** Students completing a major or minor in Information Systems and Technology do not take this course.

### Business Elective

A business elective is a course that is offered by an accredited college of business, including the Strome College of Business at Old Dominion University. PAS courses offered by the Strome College of Business are not considered as business courses. However, because some business courses cannot be used to satisfy the requirements of certain majors, students must refer to their specific degree program requirements to make sure that they
complete appropriate business elective courses. For example, ECON 200S cannot be used to satisfy an elective requirement for students majoring in business administration. Also, IT 360T cannot be used as an elective by students majoring in Information Systems and Technology. Refer to the course description section of this Catalog for full details of courses and their prerequisites.

Free Elective
In the majority of cases a free elective is any course offered by an accredited community college or university, including Old Dominion University. However, because some courses cannot be used to satisfy the requirements of certain majors, students must refer to their specific degree program requirements to make sure that they complete appropriate elective courses. For example, ECON 200S cannot be used to satisfy an elective requirement for students majoring in business administration. Also, IT 360T cannot be used as an elective by students majoring in Information Systems and Technology. Refer to the course description section of this Catalog for full details of courses and their prerequisites.

B.S.B.A. to M.B.A. (Master of Business Administration) Linked Program
The linked B.S.B.A. to M.B.A. program is designed for all well qualified ODU business administration undergraduate students to start their M.B.A. program prior to completing their undergraduate degree. Well qualified undergraduate students will be able to start taking M.B.A.-level courses as early as three semesters prior to graduation and count up to 10 graduate credits toward the undergraduate degree. Students in the linked program must earn a minimum of 150 credit hours (120 for the undergraduate degree and 30 for the graduate degree). Students interested in pursuing the linked program should carefully plan their undergraduate course of study considering the requirements of the program. The student will work closely with consultation from the M.B.A. Program to develop an individualized Plan of Study based on the required coursework outlined below.

Admission Requirements
A potential candidate will have:
1. Achieved a minimum Graduate Management Admission Test (GMAT) score of 550
2. Completed all lower level general education requirements
3. Completed at least 24 credit hours at ODU with a cumulative GPA of at least 3.0
4. A minimum index of 1200 (index is computed as 200 times the ODU GPA plus GMAT score)

Students who have done exceptionally well in their undergraduate work may qualify for a GMAT waiver. These candidates will have:
1. Completed all lower level general education requirements
2. Completed at least 24 credit hours at ODU with a cumulative GPA of at least 3.5
3. Achieved junior level status

Admissions Procedure
Students interested in the linked program should plan to take the GMAT at least two semesters prior to the semester in which they plan to enroll. Applications to the M.B.A. program should be submitted online following published deadlines to begin coursework in the desired semester. When completing the application for admission, students need to select an official admission date that is the semester immediately following their anticipated undergraduate graduation.

Students interested in the program should discuss their plans with the M.B.A. program as early as possible. Once admitted to the program, the M.B.A. program manager will act as the student’s co-advisor, along with the chief departmental advisor or chief discipline advisor in the student's undergraduate major. The M.B.A. Program Office is located in 1026 Constant Hall. The phone number is 757-683-3585 and email is mbainfo@odu.edu.

Requirements for the M.B.A.
Admitted students may begin to complete courses from the M.B.A. core as soon as three semesters prior to anticipated undergraduate graduation. Up to 10 graduate credit hours can count toward the undergraduate degree. Students will work closely with their undergraduate advisor to confirm what can be applied to the remaining undergraduate requirements. Students must maintain a 3.0 grade point average in M.B.A. program courses to continue in the program or be subject to removal from the M.B.A. program.

The entire program for a general M.B.A. is 40 credit hours for business administration majors. Depending on the courses taken in the undergraduate major, students may be required to take one or more one-credit courses in the M.B.A. pre-core. Pre-core courses are available only online and consist of the following: MBA 600, MBA 601, MBA 602, MBA 603, and MBA 604. M.B.A. core courses will be available online and on main campus.

Students must satisfactorily complete:

MBA Core
- ACCT 609 Managerial Accounting 2
- ACCT 611 Financial Accounting 2
- BNAL 606 Statistics for Managers 2
- BNAL 610 Fundamentals of Business Analytics 2
- ECON 607 Managerial Economics 2
- ECON 618 Global Macroeconomics 2
- FIN 613 Financial Management 2
- FIN 616 Investments and Portfolio Management 2
- FIN 619 Business Law and Ethics 2
- IT 614 Information and Knowledge Management 2
- MGMT 605 Leadership Dynamics 2
- MGMT 612 Managing in Contemporary Organizations 2
- MKTG 608 Fundamentals of Contemporary Marketing 2
- MKTG 617 Marketing Strategy 2
- OPMT 615 Operations & Supply Chain Management 2
- Capstone

Electives (Required for all MBA Students)
- INBU 620 International Business Issues 2
- MGMT 621 Strategic Management 4
- Electives 4

All MBA Students must complete a minimum of 4 Credits of electives.

Total Hours 40

Graduate Writing Proficiency
The M.B.A. program meets this requirement one of two ways. A student either attains a raw score of 4.5 or above on the Analytical Writing portion of the GMAT/GRE or takes MBA 621: Effective Business Writing.

Continuance Policy
To remain in good standing after admission to the program, students must maintain a minimum, cumulative grade point average of 3.0 in all graduate course work attempted at the University. Students who fall below this minimum standard will have 12 credit hours to remedy this deficiency.

Further, students may be removed from the program when they earn (1) a grade of C or lower in two courses in the core and elective coursework or (2) a failing grade (F) in any course work.

B.S.B.A. to M.P.A. (Master of Public Administration) Linked Program
The linked B.S.B.A. to M.P.A. program provides qualified Old Dominion University undergraduate students with the opportunity to earn a master's degree in public administration while taking 12 credits of the M.P.A. program as an undergraduate student. The program is designed for highly motivated students with the desire to immediately continue their education.
after the bachelor’s degree. The program is especially relevant to individuals seeking to work (or currently working) in the public or non-profit sectors, but is suitable for students from any undergraduate major. Graduate courses may be taken during the fall and spring semester of the student’s senior undergraduate year. After receiving the undergraduate degree, a student will continue with the M.P.A. program, taking M.P.A. courses until completing the required 39 credit hours. Students in the linked program must earn a minimum of 150 credit hours (120 for the undergraduate degree and 30 for the graduate degree).

Admission Requirements
A potential candidate will have:

1. Completed all lower level general education requirements
2. Achieved a cumulative GPA of at least 3.0 at the end of the junior year

Requirements for admission to the graduate program can be found in the School of Public Service section of the Graduate Catalog. For additional information, please contact the School of Public Service in the Strome College of Business.

Minor in Public Service
The purpose of the minor is to provide students with a solid theoretical foundation in the study and practice of public service, preparing students for citizenship, leadership, and careers in governmental and non-profit agencies. Students will achieve this goal by completing a series of courses from different disciplines across the University designed to provide a solid foundation in public administration and non-profit management, including an appreciation of both internal process and external environment of public and non-profit organizations. This minor will help prepare students for careers in public service and for graduate education in public administration, public affairs, and related fields.

Program Structure
The minor in public service consists of 12 hours of coursework. Students take six hours of core classes and six hours of elective courses. At least three hours of elective courses must be chosen from PAS 408, PAS 409, PAS 410, PAS 411, PAS 412, PAS 413 or PAS 395. The other three elective hours may be selected from the approved list of elective classes, taken upon the recommendation of the department and/or academic advisor. Students should seek the recommendation of their department and/or academic advisor as to the precise mix of elective courses taken. For completion of the minor, a student must have a minimum grade point average of 2.00 in all courses required for the minor exclusive of 200-level courses and prerequisite courses and complete a minimum of six hours in upper-level courses in the minor requirement through courses offered by Old Dominion University.

Designated courses for the minor in public service are as follows:

<table>
<thead>
<tr>
<th>Required Core</th>
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<tbody>
<tr>
<td>PAS 300</td>
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<td>PAS 301</td>
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</tbody>
</table>

| Electives | 6 |
|-----------|
| PAS 395 | Selected Topics in Public Administration |
| PAS 408 | Public Service Films |
| PAS 409 | Leadership and Cultural Competence |
| PAS 410 | Public and Non-profit Organization |
| PAS 411 | Multi-Sector Partnerships for Public Service |
| PAS 412 | Public Service Practice |
| PAS 413 | Public Service Entrepreneurship |

Select one of the following (if needed)

CRJS 444 Community Justice
HMSV 441 Non-Profit Fund-Raising in Human Services
PAS 368 Internship in Public Service
PAS 497 Independent Study in Public Service
PHIL 410 Social and Political Philosophy
POLS 300 Introduction to Public Policy
POLS 309 Race, Culture and Public Policy
SOC 300 Social Problems
SOC 325 Social Welfare

Total Hours 12

The following sections denote undergraduate course requirements for specific majors offered by the Strome College of Business. Most majors have free electives and business electives, which are also listed. Credit hours are listed after the course title.