Program Planning Worksheet
Bachelor of Administration (120 credits)
2015-2016 Academic Year

Foundation Courses (30 credits): These required basic courses prepare you for university studies in business:

- ❑ MATH 208
- ❑ ECON 201
- ❑ Non-JMSB elective
- ❑ Non-JMSB elective
- ❑ MATH 209
- ❑ ECON 203
- ❑ Non-JMSB elective
- ❑ Non-JMSB elective
- ❑ BTM 200
- ❑ ENGL 210 or 212*

* Complete this English course in your first year; level of English is determined by placement test at the Department of English.

Core Courses (42 credits): All BAdmin students must complete the following 14 courses:

- ❑ COMM 210
- ❑ COMM 220
- ❑ COMM 226
- ❑ COMM 315
- ❑ COMM 212
- ❑ COMM 222
- ❑ COMM 305
- ❑ COMM 320
- ❑ COMM 215
- ❑ COMM 223
- ❑ COMM 308
- ❑ COMM 401
- ❑ COMM 217
- ❑ COMM 225

Business Elective Courses (18 credits): You must complete 18 credits from among the courses offered by JMSB. These courses may include a 12-credit business minor.

- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____

Non-JMSB Elective Courses (30 credits): You must complete 30 credits offered by faculties **other than JMSB**, including **at least** 15 credits beyond the introductory level. These courses may include a non-JMSB minor.

- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____

Sample First Year Schedule for Full-time Students

You may register for five courses per term, but we suggest a maximum of four courses in your first term.

Term 1
- ❑ MATH 208 or 209
- ❑ ECON 201 or 203
- ❑ BTM 200
- ❑ ENGL 210 or 212*

Term 2
- ❑ MATH 208 or 209
- ❑ ECON 201 or 203
- ❑ Non-JMSB elective
- ❑ Non-JMSB elective

Important
- Foundation courses must be completed in your first year.
- You should register for courses in both Fall and Winter terms once you have access.
- Consult the Undergraduate Calendar and Class Schedule to plan your class schedule wisely.
- Consult the Registration Guide for help when choosing courses.

* If required, ESL courses must be completed before ENGL or elective courses.

Important
- Academic advisors are available to help you make your class schedule, change your course load and plan your degree progression; please refer to the academic advising section of our website to book an appointment.
- If you are required to take ESL courses, up to 15 ESL credits may count toward your degree. Even if ESL courses are not required, up to 6 ESL credits may count toward your degree.