

UNDERGRADUATE BUSINESS STUDENT HANDBOOK



2011-2012

<mays.tamu.edu/upo>

Welcome to Mays Business School! As a business student you are advised to use this handbook, along with other important information sources, for guidance in the undergraduate business program.

Official information sources include the *Undergraduate Catalog*, *Student Rules*, *Class Schedule*, the UPO Web site, <mays.tamu.edu/upo> and department academic advisors. Regularly meeting with an academic advisor is a good way to stay informed.

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2011 – 2012

While every effort has been made to make this handbook as complete and accurate as possible, changes may occur at any time in requirements, deadlines and curricula listed in the handbook.

PUBLISHED 5/11

Statement on Academic Advising Roles and Responsibilities

Academic Advising: *The primary purpose of academic advising at Texas A&M University is to assist students in the development of meaningful educational plans compatible with their personal abilities and goals. Mays Business School provides academic advising to business students according to lower- or upper-level admission status.*

Academic Advising Defined: *Academic advising engages students beyond their own world view recognizing the “art of possibility.”*

Student Responsibilities: *The ultimate responsibility for making decisions about personal goals and educational plans rests with the individual student.*

Students are responsible for knowing their degree requirements, relevant rules, policies, and deadlines, and for consulting with their advisors and the degree evaluation system.

- Keep contact information current (local and permanent addresses, phone numbers, and emergency contact information).
- Read all correspondence from Mays and the university then act accordingly.
- Be open to developing and clarifying personal values and goals.
- Research department and college programs and courses. Understand the process for declaring an upper-level business major.
- Keep records of academic goals and progress. Take notes during advising meetings.
- Utilize campus resources to your enhance academic experience and develop professional and personal goals.
- Respect others: Be on time, be prepared, and treat your advisor and other students as you would wish to be treated.

Advisor Responsibilities: *Academic Advisors are responsible for upholding the integrity and value of your degree by maintaining the rules, standards, policies, and procedures of Texas A&M University and Mays Business School. Academic advisors assist by helping to identify and assess alternatives and the consequences of decisions. Academic advising is a continuous process of clarification and evaluation.*

- Listen carefully and respect the student’s questions, concerns, and problems.
- Collaborate with the student in development of academic and personal goals and interests.
- Assist students in making academic decisions consistent with goals, interests and abilities.
- Provide referrals and resources when appropriate to student needs.
- Communicate business degree requirements.
- Sometimes it is the Academic Advisor’s job to say “no,” or to present alternatives.

Important Resources/Websites:

Mays Business School Undergraduate Student Handbook – <http://mays.tamu.edu/upo/>
Texas A&M Undergraduate Catalog – <http://www.tamu.edu/admissions/catalogs/>
Texas A&M University Student Rules – <http://student-rules.tamu.edu/>
Mays Undergraduate Program Website – <http://mays.tamu.edu/upo/>
Student Counseling Services – <http://scs.tamu.edu/>
Career Center – <http://HireAggies.com/>

TEXAS A&M UNIVERSITY
Mays Business School
Undergraduate Program
238 Wehner Building
Appointments and Information: 979-862-3850

Academic advising engages students beyond their own world view recognizing the “art of possibility.” Mays Business School provides academic advising to business students according to lower- or upper-level status.

Who is your academic advisor? Lower-level business students (BUAD, BUAG) receive advising from academic advisors in the Undergraduate Program Office (UPO), 238 Wehner. Academic advisors and graduate assistants of the UPO are available to serve all business freshmen and sophomores. You are encouraged to meet regularly with an advisor. Although you are not assigned to a specific advisor; you may request to meet with the advisor of your choice.

UNDERGRADUATE PROGRAM STAFF

Mr. Peter Drysdale, Director, *drysdale@tamu.edu*
Dr. Linda Windle, Associate Director, *lwindle@tamu.edu*
Ms. Mary Ann Ricca, Senior Academic Advisor II, *ma-ricca@tamu.edu*
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Mr. Carlos Gonzalez, Recruiter, *cgonzalez@mays.tamu.edu*
Ms. Tawny Kasberg, Recruitment Coordinator, *tkasberg@tamu.edu*
Ms. Callie Varisco, Career Coordinator, *calliev@tamu.edu*
Ms. Linda Huckaby, Administrative Coordinator, *lhuckaby@tamu.edu*
Ms. Jeanne Prestwood, Administrative Secretary, *jprestwood@mays.tamu.edu*

Office Hours – 8:00 a.m. to 5:00 p.m. Monday through Friday
Advising by appointment or on a walk-in basis

Advising by Appointment – Fall, Spring and Summer Semesters

- To schedule call 979-862-3850, or in person, 238 Wehner.

Walk-in Advising – Fall and Spring Semesters

- Monday and Thursday – 8:30 - 11:30 a.m. Students seen on a first come, first served basis.

Visit our Web site at <mays.tamu.edu/upo>

DEPARTMENT – MAJOR ACADEMIC ADVISORS

Business students admitted to an upper-level business major (ACCT, AGBU, BHNR, FINC, MIS, SUP, MGMT, MKTG) receive advising from academic advisors in their major department. Refer to the following list for your upper-level major academic advisor.

Accounting

460 Wehner, 979-845-5014

Ms. Casey Johnson 487D Wehner 979-458-3421 cjohnson@mays.tamu.edu

Ms. Natalie Allen 460V Wehner 979-845-0655 nallen@mays.tamu.edu

Ms. April Nafstad 445C Wehner 979-845-0028 anafstad@mays.tamu.edu

ACCT Advising website, <mays.tamu.edu/acct>

Agribusiness

238 Wehner, 979-862-3850

Ms. Mary Ann Ricca 238 Wehner 979-862-3850 ma-ricca@tamu.edu

Business Honors

340 Wehner, 979-845-7512

Ms. Risa Meyer 340 Wehner 979-862-3132 rmeyer@mays.tamu.edu

Finance (by appointment only)

360 Wehner, 979-845-3514

Mr. Charles Donaway 360B Wehner 979-862-1593 cdonaway@mays.tamu.edu

Management Information Systems (MIS)

320 Wehner, 979-845-0811

Dr. Cindi Smatt 330C Wehner 979-845-2389 csmatt@mays.tamu.edu

INFO Advising website, <mays.tamu.edu/info/student-services-office>

Supply Chain Management (SUP)

320 Wehner, 979-845-0811

Dr. Sudarsan Rangan 330E Wehner 979-845-3506 srangan@mays.tamu.edu

INFO Advising website, <mays.tamu.edu/info/student-services-office>

Management

420 Wehner, 979-845-4851

Ms. Kristi Mora 483 Wehner 979-845-6127 k-mora@tamu.edu

MGMT Advising website, <mays.tamu.edu/mgmt/mgmt-advising>

Marketing

220 Wehner, 979-845-5861

Ms. Leslie Seipp 242 Wehner 979-845-5861 marketingadvisor@mays.tamu.edu

MKTG Advising website, <mays.tamu.edu/mktg/mktg-advising>

REQUIREMENTS FOR GRADUATION

Requirements for graduation are catalog specific and listed in Texas A&M University *Student Rules*, <student-rules.tamu.edu>, and in the *Undergraduate Catalog*.

With the exception of physical activity and general elective requirements, business students must take all other course work to satisfy degree requirements for a letter grade.

Business students must take two courses in their major that are designated as fulfilling the writing (W) requirement. The requirement may be met by taking two W courses or one oral communication (C) course. These courses are major specific and taken as part of the student's upper-level coursework.

In addition, students in Mays Business School must satisfy the following grade point average (GPA) requirements.

- Have a 2.0 GPA, or better, in all course work taken at Texas A&M University.
- Have a 2.0 GPA, or better, in all courses in major field taken at Texas A&M University.
- Have a 2.0 GPA, or better, in all courses in the Common Body of Knowledge (CBK)* taken at Texas A&M University. Grades transferred from other institutions are not used in calculating this average.

* For courses retaken, the highest grade earned will be used in calculating this GPR. This applies only to the CBK requirement.

Foreign Language Requirement

ALL STUDENTS MUST MEET THE FOREIGN LANGUAGE GRADUATION REQUIREMENT FOR ALL DEGREES AT TEXAS A&M UNIVERSITY.

Some proficiency in a foreign language is required to graduate from Texas A&M University. Students can meet this requirement by:

- Completing two years of the same foreign language (modern or classical) in high school; or
- Demonstrating proficiency (through credit-by-exam) in a second language other than English; or
- Completing a two-semester sequence of the same foreign language for university credit.

International students whose native language is not English are exempted from satisfying the University's foreign language graduation requirement.

Degree Evaluation

In all cases, it is the student's responsibility to check his/her degree evaluation and to complete all academic requirements of the selected major. Business students access their degree evaluation using the *Degree Evaluation* channel on **My Record** from **Howdy** <howdy.tamu.edu>.

TUITION REBATE FOR TEXAS A&M UNDERGRADUATES

Certain Texas A&M undergraduate students who attempt no more than three hours in excess of the minimum number of semester credit hours required to complete the degree in the catalog under which they will graduate may be entitled to a \$1,000 tuition rebate.

Several conditions apply and students must meet all specified criteria. Please visit the Student Business Services website, finance.tamu.edu/sbs/tuition/tuition_rebate.asp, for a complete set of student and institutional responsibilities and other criteria. **Students desiring to qualify for tuition rebates are solely responsible for enrolling only in courses that will qualify them for the rebates.**

Students must apply PRIOR to commencement during their last term. Apply using the *Graduation* channel on **My Record** from **Howdy**, howdy.tamu.edu. For questions, contact the Tuition Rebate Specialist in the Office of the Registrar, 750 Agronomy Road, Suite 1501, College Station, Texas, 77843, or tuitionrebate@tamu.edu, or 979-845-1085.

REGISTRATION

Each fall and spring semester, academic advisors in the Undergraduate Program Office and upper level academic departments and majors offer preregistration advising.

Preregistration for Summer and Fall semesters takes place during the Spring. For the Spring semester preregistration takes place during the Fall. The Office of the Registrar sets individual preregistration start dates and times based on registration status and student classification. Students find their specific preregistration start date and time in the *Registration Time Assignment* channel on **My Record**.

Students can access the Class Schedule using the *Registration* channel on **My Record** from **Howdy** howdy.tamu.edu or from the Registrar's website, registrar.tamu.edu. Also, students use the *Add or Drop Classes* link in the *Registration* channel when registering for courses. Make sure to select the appropriate term and location.

Before attempting preregistration, check for registration holds. There are a number of reasons a student may be blocked from registration. If an account has a hold in effect the student will not be allowed to register. Check *View Holds* in the *Registration* channel on **My Record**.

If you need help or assistance with registration, contact the **Registration Help Desk**, Monday through Friday, 8 AM to 5 PM, at 979-845-7117, or registration@tamu.edu.

WAIT-LIST REGISTRATION PROCEDURES

Students unable to register for a course because all seats are full in all sections may be able to request “wait-list” registration. Students are advised to meet with their academic advisor about registration and schedule options before requesting wait-list consideration.

Each department has its own rules about wait-list registration, and these rules can vary from course-to-course and semester-to-semester. Contact the department offering the course to learn about wait-list rules.

The Undergraduate Program Office **does not** handle wait-list requests.

Students requesting wait-list registration into a Mays Business School course must follow rules, guidelines, and deadlines of the department offering the course:

ACCT	< mays.tamu.edu/acct/advising/ >	460	Wehner
ACCT Professional Program Courses		487	Wehner
BUSN		340	Wehner
FINC		360B	Wehner
IBUS		230	Wehner
INFO	< infoadvising.tamu.edu >	330	Wehner
MGMT	< mays.tamu.edu/mgmt/mgmt-advising >	483	Wehner
MKTG	< mays.tamu.edu/depts/mktg/advising >	242	Wehner

A wait-list request grants the department permission to enroll the student in the requested course if a seat becomes available. Students requesting wait-list registration **MUST** check their student schedule through the end of the registration period (the fifth class day of a fall or spring semester) to see whether or not the request has been approved.

In all cases, it is the student’s responsibility to see that their registration is complete and accurate, and that fees have been paid according to the University’s schedule. Use the *Registration* channel on **My Record** from **Howdy** <howdy.tamu.edu> to view your student schedule. Use the *Billing – Tuition & Fees* channel on **My Finances** from **Howdy** to view your tuition and fee bill, and make payments.

CHECK AND RE-CHECK YOUR SCHEDULE/BILL!

Changes to an existing schedule may result in additional tuition/fees. IN ALL CASES, IT IS THE STUDENT’S RESPONSIBILITY TO SEE THAT THEIR REGISTRATION IS COMPLETE AND ACCURATE AND THAT FEES HAVE BEEN PAID ACCORDING TO THE SCHEDULE ESTABLISHED FOR THIS PURPOSE.

TAKING COURSE WORK ON A SATISFACTORY/UNSATISFACTORY (S/U) BASIS

Business students may take only general elective courses and KINE 198 and KINE 199 on a Satisfactory/Unsatisfactory (S/U) basis. All other course work in the business degree plan must be taken for a letter grade.

General Elective: A student must decide **AT THE TIME OF REGISTRATION** whether to take a general elective course for a letter grade or S/U. The deadline for making this decision is the **fifth class day** of a fall or spring semester. Refer to the *Academic Calendar*, <registrar.tamu.edu/General/Calendar.aspx>, for summer terms and 10-week summer semester dates. Talk with an advisor before registering for a general elective on an S/U basis.

KINE 198: Students have until the **Q-drop deadline** to decide whether to take KINE 198 for a letter grade or S/U. Use the *Registration* channel in **My Record** to confirm or update the grading mode any time before the Q-drop deadline; access **My Record** from **Howdy** <howdy.tamu.edu>. Print a copy of the *Detailed Student Schedule* after updating grading mode to verify accuracy; it will indicate "Satisfactory/Unsatisfactory" if the grading mode is S/U. **Note: KINE 198 CANNOT BE REPEATED.**

KINE 199: Students **MUST** enroll in their first KINE 199 on an S/U basis to fulfill the one credit hour KINE 199 core curriculum requirement. KINE 199 can be repeated unlimited times, and students have until the **Q-drop deadline** to decide whether to take a specific section of KINE 199 for a letter grade or S/U. If taken for a letter grade, it can only fulfill a general elective requirement in Mays B.B.A. degree plans. (KINE 199 graded fulfills NO degree requirement for B.S. Agribusiness majors.)

Students use the *Registration* channel in **My Record** to confirm or update the grading mode of KINE 199 any time before the Q-drop deadline. Print a copy of the *Detailed Student Schedule* to verify grading mode accuracy; it will indicate "Satisfactory/Unsatisfactory" if the grading mode is S/U.

Certain other courses are offered S/U only and a student cannot change that grading status. Such courses may only be used to fulfill general elective requirements in Mays B.B.A. degree plans.

When a student elects to take a course on an S/U basis:

1. A grade of "Satisfactory" (S) will be given for grades of C and above. The hours associated with S grades shall not be included in GPA calculation, semester or cumulative.
2. A grade of "Unsatisfactory" (U) will be given for grades of D and F. The hours associated with U grades shall be included in GPA calculation, both semester and cumulative, and count the same as an F.

TRANSFER OF COURSE CREDIT

Acceptance of transfer credit for business courses will generally be limited to those courses taught in the freshman and sophomore years at Texas A&M University. Mays undergraduate students must take all 300- and 400-level business course work in residence at Texas A&M University.

Note: Business students are instructed to have all transfer course credit (including correspondence, dual enrollment and credit-by-exam) posted to their official record at Texas A&M University BEFORE the first class day of the graduating semester.

Transfer of course credit is determined by the Office of Admissions and Records (OAR) on a course-by-course basis. The Texas Common Course Numbering System (TCCNS) is an aid for students in the transfer of general academic courses between community colleges and universities. The current version of TCCNS may be found through the Office of Admissions and Records home page or directly at <www.tccns.org/>. Check TCCNS before enrolling in courses at Texas community colleges.

Students wishing to take courses at other 4-year institutions or out of state schools can view transfer equivalents from the OAR home page using a *Transfer Course Equivalency* link <admissions.tamu.edu/freshmen/gettingin/requiredHSCourses/dcredit.aspx>. It is important to note that the evaluation of courses on this site is a **guide**, and transferability of any given course is **not guaranteed** until evaluated upon receipt of the transcript.

Credit submitted for transfer must be on an official transcript received by the OAR from the registrar of the institution where the credit was earned. Credit for courses that transfer to Texas A&M University by *equivalency* are shown by A&M course number in the degree evaluation.

Other courses transfer *by title*; degree evaluation will show only the course name from the other institution. In some cases these credits may be substituted for A&M credits through an adjustment request process. Materials from the course taken at another institution are required in the petitioning process. These materials include:

1. Course syllabus or professor's course outline.
2. Course description from the catalog of the institution that offered the course.
3. Title and table of contents of the textbook used in the course.
4. Other useful materials from the course, such as workbooks, tests, homework, reports, theme papers, class notes, quizzes, exams, memo from the professor.

Meet with an academic advisor in the Undergraduate Program Office, 238 Wehner, to petition course adjustment.

Grade Point Average (GPA): Only grades in coursework, including repeated courses, which the student completes at Texas A&M University will be used in determining the student's A&M GPA. Transfer credit grades are not calculated into the A&M GPA; students receive transfer credit hours only. Credit may be transferred for work completed with grades of "D" or better if the grade is considered passing at the transfer institution.

For additional information, contact the OAR, General Services Complex, 750 Agronomy Road, Suite 1601 in College Station, Texas, or by phone at 979-845-1060.

MAYS BUSINESS SCHOOL STANDARD FOR GOOD ACADEMIC STANDING

Business students have the obligation to remain at all times in good academic standing, which is defined as a minimum 2.0 cumulative GPA in all course work taken at Texas A&M.

- Business students whose cumulative GPA at Texas A&M falls below a 2.0 will be blocked from further registration and will be dropped from Mays Business School enrollment without probation.
- Students who are dropped from Mays Business School for not maintaining a minimum 2.0 cumulative GPA will only be readmitted after meeting change-of-curriculum requirements. Thus, some dropped students may not be eligible for future readmission into Mays Business School.

GOOD ACADEMIC STANDING

**You must maintain your cumulative GPA at 2.0 or greater
to continue enrollment in Mays Business School.**

MAYS BUSINESS SCHOOL STANDARD FOR SATISFACTORY DEGREE PROGRESS

Business students have the obligation to make satisfactory progress toward completion of all degree requirements.

- A minimum standard to measure degree progress requires satisfactory completion of 75 percent of attempted course credit hours each academic year. Business students are expected to take course work that applies toward the student's intended upper level business major.

DEGREE PROGRESS

**You are expected to complete no less than 75% of all attempted
course credit hours each academic year.**

MAYS BUSINESS SCHOOL STANDARD FOR ACADEMIC INTEGRITY

In addition to maintaining good academic standing and satisfactory degree progress, **business students have an obligation to uphold the Aggie Code of Honor**. The Dean of Mays Business School reserves the right to remove from the business school any student found to have committed an act of academic dishonesty.

AGGIE HONOR CODE

“An Aggie does not lie, cheat or steal, or tolerate those who do.”

TEXAS A&M UNIVERSITY FIRST YEAR GRADE EXCLUSION

An undergraduate student who entered as a "first time in college*" may elect to have grades of D, F, or U in a maximum of three (3) A&M courses for which he/she enrolled within 12 months of the first date of enrollment excluded from his/her undergraduate degree and cumulative GPA calculation. Only "currently enrolled**" students may invoke first-year grade exclusion (FYGE).

All courses chosen for FYGE will remain on the official transcript and be designated on the transcript as excluded.

- FYGE requests for degree candidates must be received in the Office of the Registrar not later than the day midterm grades are due when the student is graduating in a fall or spring semester; not later than Friday of the 3rd week of class for the second summer session when the student is graduating in August.
- Grades for courses in which the student was found to have committed academic dishonesty as recorded by the Aggie Honor System Office cannot be excluded, regardless whether or not the student completed remediation.
- A course for which the grade has been excluded may not be used to satisfy degree requirements unless it is repeated for an acceptable grade.
- Once a course has been excluded from the GPA calculation, a student will not later be permitted to have the exclusion removed or otherwise changed. In other words, if you exclude grades of D you also lose credit for the courses.

*First time in college: an undergraduate, degree seeking, student who applied and enrolled in college for the first time regardless of whether the student acquired college level credit through testing, advanced placement or summer enrollment.

**Currently enrolled is defined as a student who is registered for one or more semester credits and has made financial arrangements for required tuition and fees for the semester or term in progress. Current enrollment is certified after the state designated census day.

The complete policy statement, frequently asked questions (FAQs) and FYGE request form is available on the **Office of the Registrar** website < registrar.tamu.edu/>.

BE VERY CAUTIOUS ABOUT YOUR FYGE DECISIONS!

Mays Business School is serious about students making satisfactory degree progress. Extreme use of FYGE and/or Q-drops can cause a student to fall out of compliance with the *STANDARD FOR SATISFACTORY DEGREE PROGRESS*.

IMPORTANT RULES AND DEFINITIONS

Each student is responsible to be fully acquainted with and to comply with Texas A&M University Student Rules. <student-rules.tamu.edu>

1. Last Day to Drop Courses with No Record or Add Courses.

Drop: 5th class day of a fall or spring semester.

Add: 5th class day of a fall or spring semester.

Refer to the *Academic Calendar*, <registrar.tamu.edu/>, for the semester dates, including summer terms and 10-week summer semester.

2. Satisfactory/Unsatisfactory. With the exception of physical activity and general elective requirements, courses taken to satisfy degree requirements must be taken for letter grades. See page 12 for complete details and information about taking courses on a Satisfactory/Unsatisfactory (S/U) basis.

3. Q-Drop. A&M undergraduates are permitted a maximum of 3 Q-drops; however Texas law limits students to 6 dropped courses from all state institutions. Q-drops in 1-hour courses do not count in the Texas A&M limit of 3 but will be included in the State-mandated limit of 6 dropped courses. Refer to *University Student Rules* <student-rules.tamu.edu/>.

Deadline to Q-drop is 50th class day of a fall or spring semester, the 15th class day of summer term or the 35th day of a 10-week summer semester. Refer to the *Academic Calendar*, <registrar.tamu.edu/>, for dates. Courses taught on a shortened format or between regularly scheduled terms have proportional deadlines determined by the registrar's office.

4. Withdrawal. Deadline to withdraw from the University is 50th class day of a fall or spring semester, the 15th class day of summer term or the 35th day of a 10-week summer semester. Refer to the *Academic Calendar*, <registrar.tamu.edu/>, for dates. Meet with an advisor first to discuss this option, 238 Wehner, 979-862-3850.

5. Entry into Upper Division Major in Mays Business School. Lower-level business (BUAD/BUAG) students apply for upper-level before the last class day of the semester before they expect to enter upper-level. Apply using the *Upper Level Business Application* within the *Degree Evaluation* channel on **My Record**.

6. Transfer of Credit. Acceptance of transfer credit will generally be limited to those courses taught in the freshman and sophomore years at Texas A&M University.

Business students are instructed to have all transfer course credit (including correspondence, dual enrollment and credit-by-exam) posted to their official record at Texas A&M University BEFORE the first class day of the graduating semester.

7. Public Speaking. Business students are instructed to take their required public speaking course in a classroom setting. Use the Texas Common Course Numbering (TCCNS), <www.tccns.org/>, or the *Transfer Course Equivalency* link, <admissions.tamu.edu/freshmen/gettingin/requiredHSCourses/dcredit.aspx>, when selecting direct equivalents. COMM 101, Introduction to Speech, will NOT fulfill the public speaking requirement.

IMPORTANT RULES AND DEFINITIONS (Continued)

8. **Repetition of Courses.** Credit for a course can only be earned once, even if the course is repeated. Exceptions include KINE 199 or other special courses when designated.
9. **Incomplete Grades.** A temporary grade of I (Incomplete) at the end of a semester for extenuating circumstances. See *Student Rules, 10.5.* <student-rules.tamu.edu>
10. **Residency Requirement.** A minimum of 36 hours of 300- or 400-level course work must be completed at A&M. A minimum of 12 of these hours must be in the major.
11. **Minors.** Business students may seek and receive transcript recognition for a minor.
 - a. Students desiring a minor are required to obtain approval from the minor-granting department, program or college.
 - b. Students desiring to minor must declare a minor no later than the date on which they apply for graduation. See *the upper level major academic advisor to declare.*
 - c. Once declared, minor requirements become graduation requirements. The minor program is recognized on the transcript after graduation, but not on the diploma.
12. **Distinguished Student.** Must complete a semester schedule of at least 15 hours (first semester freshman: 15 hours, no Q-drops), or a summer session schedule of at least 12 hours with no grade lower than C and with a GPA of not less than 3.5 for the semester or a summer session. Hours earned with a grade of S are not included in determining the minimum hours required for the designation. A grade of I or U disqualifies a student from consideration.
13. **Dean's Honor Roll.** Must complete a semester schedule of at least 15 hours (first semester freshman: 15 hours, no Q-drops), or a summer session schedule of at least 12 hours with no grade lower than C and with a GPA of not less than 3.75 for the semester or a summer session. Hours earned with a grade of S are not included in determining the minimum hours required for the designation. A grade of I or U disqualifies a student from consideration.
14. **Graduation with Honors.** Requires 60 hours preceding graduation from Texas A&M. GPA of all college hours attempted, excluding transfer hours, must equal that required at Texas A&M for the appropriate category of honors. *Summa Cum Laude:* 3.9 GPA or above. *Magna Cum Laude:* 3.7 through 3.899 GPA. *Cum Laude:* 3.5 through 3.699 GPA.
15. **Prerequisites.** It is the responsibility of the student to be sure that course prerequisites are met. Prerequisites must be listed in the *Undergraduate Catalog* or the *Class Schedule*. Failure to meet course prerequisites could result in a student's being dropped from the class.
16. **Double Major.** Business Honors majors may elect two major fields of study within the B.B.A. degree. The first major must be Business Honors. The business honors student must satisfy all University and Business School requirements and complete all curriculum requirements for each major. This option leads to the granting of one B.B.A. degree with two majors.

TEXAS A&M UNIVERSITY EMAIL

E-mail is an official means of communication at Texas A&M University. **Texas A&M University Email (TAMU Email) is the University's official e-mail for students, staff and faculty.** Upon admission to Texas A&M University students are assigned an active student e-mail account.

Important notices and reminders from offices such as Registration, Scholarships & Financial Aid and Student Business Services will be sent to the student's TAMU Email account. **It is every student's responsibility to check their TAMU Email account for University-related communications on a frequent and consistent basis.** The University recommends checking e-mail at least once per day.

Mays Business School uses TAMU Email to keep students informed about things like Q-drop deadlines, scholarship/internship/study abroad opportunities, registration changes, important reminders, upcoming conferences and leadership opportunities.

TAMU Email provides students with a *professional* email address that can be used for correspondence with student organizations, prospective employers, and others. **Always use your TAMU Email account when e-mailing your academic advisor, instructor, or other university official.** This protects your identity and privacy.

Students may elect to automatically forward messages sent to their Texas A&M University student e-mail address. However, e-mail messages that are essential to the student's education or that contain private personal information may be designated as *Do Not Forward* (DNF) and will not be redirected to another address. A courtesy notification message will be forwarded whenever a DNF e-mail is delivered to a TAMU Email account where the student has elected to automatically forward their messages. However, TAMU cannot guarantee the delivery of these courtesy notification messages. The University is not responsible for e-mail once it is forwarded out of a student's TAMU Email account.

Remember and protect your NetID and Password.

TAMU/Computing Help Desk: helpdesk@tamu.edu or call 979-845-8300

**WHEN EMAILING THE UNIVERSITY, ALWAYS USE YOUR
TAMU EMAIL ACCOUNT AND REMEMBER TO INCLUDE
YOUR TEXAS A&M UNIVERSITY UIN.**

HOWDY

Howdy is a web portal that provides applicants, students, faculty and staff convenient access to Texas A&M University web services. **Howdy** is available by going to <howdy.tamu.edu> and logging in using the assigned NetID.

Howdy allows students to view and update Texas A&M information, access TAMU Email, and a variety of other web links. Access includes, but is not limited to, the following resources.

My Record tab includes the following channels:

Graduation

Registration Time Assignment

Registration

- Search Class Schedule
- Add or Drop Classes
- Registration Status (includes View Holds; Registration History)

My Schedule

- View My Schedule
- Final Exam Schedules
- Change Class/KINE Options

Grades and Transcripts

- Grades
- Credit by Examination
- Official Transcript (Order Official Transcript)
- View Unofficial Transcript

My Information

- Withhold Directory Information
- View/Update Contact Information (includes Addresses/Phones; Emergency)

Degree Evaluation

- Application for Graduation
- View Degree Evaluation
- Excess Credit Hours Rule
- Upper Level Business Application

Academic Resources

My Finances tab includes the following channels:

Billing – Tuition & Fees

- Pay My Tuition/Manage My Account

Refunds

Scholarships and Financial Aid

Student Life tab includes the following channels:

Parking and Transformation

Student Involvement

Purchase Optional Services

Employment and Internships

NOTE: Students are required to keep local, permanent and emergency addresses and phone numbers updated in official University records.

BACHELOR OF BUSINESS ADMINISTRATION

The degree of Bachelor of Business Administration (B.B.A.) is offered in these seven majors: accounting, business honors, finance, management, management information systems, marketing, and supply chain management. Each requires a minimum of 120 semester credit hours of study.

B.B.A. – Catalog 201131 (134) COMMON BODY OF KNOWLEDGE

Course	Title	Credit Hours
<u>Lower-Level</u>		
ACCT 229	Introductory Accounting – Financial	3
ACCT 230	Introductory Accounting – Managerial	3
ECON 202	Principles of Economics – Microeconomics	3
ECON 203	Principles of Economics – Macroeconomics	3
INFO 210	Fundamentals of Information Systems	3
MGMT 211	Legal & Social Environment of Business	3
<u>Upper-Level</u>		
FINC 341	Business Finance	3
INFO 303	Statistical Methods	3
INFO 364	Operations Management	3
MGMT 363	The Management Process	3
MGMT 466	Strategic Management	3
MKTG 321	Marketing	<u>3</u>
	Total	36

B.B.A. UPPER LEVEL ENTRY REQUIREMENTS

1. To be considered for upper-level entry into accounting, business honors, finance, management, management information systems, marketing, or supply chain management majors in Mays Business School, a business student must:

- ✓ Satisfactorily complete at least 60 hours.
- ✓ Satisfactorily complete the following eight courses:

ACCT	229	Introductory Accounting – Financial
ACCT	230	Introductory Accounting – Managerial
ECON	202	Principles of Economics – Microeconomics
ECON	203	Principles of Economics – Macroeconomics
INFO	210	Fundamentals of Information Systems
MATH	141	Business Mathematics I
MATH	142	Business Mathematics II - Calculus
MGMT	211	Legal & Social Environment of Business

2. **Deadline to apply** for upper-level: Lower-level business (BUAD) students apply for upper-level before the last class day of the semester before they expect to enter upper-level.

NOTE: To enter upper-level in the summer, ALL requirements must be completed by the beginning of the first summer session.

3. **Apply using** the *Upper Level Business Application* within the *Degree Evaluation* channel on **My Record**; access from **Howdy**, <howdy.tamu.edu>, or in the UPO, 238 Wehner.
4. **Register for upper-level courses** in the semester to which you have applied for upper-level admission. Students who fail to meet upper-level requirements, however, shall not be permitted to remain enrolled in upper-level business courses.

APPLY FOR B.B.A. UPPER-LEVEL ADMISSION BEFORE THE LAST CLASS DAY OF THE SEMESTER BEFORE YOU EXPECT TO ENTER UPPER-LEVEL.

B.B.A. upper-level entry requirements are MANDATORY and must be completed PRIOR to enrollment in upper level (300/400) business classes.

Students who wish to request wait-list registration into an ACCT class must do so with the Department of Accounting. Refer to <<http://mays.tamu.edu/acct/advising/>>. The UPO does not handle wait-list requests.

Department of Accounting
Catalog 201131 (134) 2011 – 2012

Department Advisors:

Ms. Casey Johnson	487D	Wehner	cjohnson@mays.tamu.edu
Ms. Natalie Allen	460V	Wehner	nallen@mays.tamu.edu
Ms. April Nafstad	445C	Wehner	anafstad@mays.tamu.edu

<mays.tamu.edu/acct/>

CPA Examination requirements are set by the Texas State Board of Public Accountancy and change frequently. Updated approved course information is available at:
<www.tsbpa.state.tx.us/exam-qualification/education-accounting-courses.html>

Students are encouraged to consult with their Accounting Advisor for additional information and advising about accounting course work required for the CPA Exam.

The following courses are available in addition to the required accounting curriculum. The Department of Accounting determines availability. Courses may not be available each semester or summer session.

Courses	Terms Normally Offered
ACCT 401 Advanced Accounting	Offered infrequently
ACCT 408 Internal Auditing	Fall only
ACCT 410 Fraud Examination	Spring only
ACCT 425 Corporate Tax Planning	Fall only
ACCT 445 International Accounting	Spring, Summer only
ACCT 447 Financial Statement Analysis	All semesters
ACCT 450 Accounting Ethics	Spring, Summer only
ACCT 484* Accounting Internship	
ACCT 485** Directed Studies	
ACCT 489*** Special Topics in...	

*Application required and available online at <mays.tamu.edu/acct/advising/internships/>.

**Requires approval of the department head and the student must obtain an Accounting Faculty Sponsor for the course

***ACCT 489 Requires approval of department head; not all ACCT 489 qualify for CPA eligible course work. Verify with an Accounting Advisor to ensure approval by the Texas State Board of Public Accountancy.

Important Note: Accounting majors are advised to subscribe to the BBA Accounting listserv. To subscribe send an email from your TAMU email account to listserv@listserv.tamu.edu. In the body type, *Subscribe bba-acct-advising firstname lastname*. Your TAMU email is the only account authorized to receive mailings directly from the listserv.

Revised 05/11

ACCOUNTING

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
POLS 206 (4*)	3
COMM 203 or 205 or 243	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
ACCT 327	3
FINC 341 (CBK)	3
INFO 303 (CBK)	3
MKTG 321 (CBK)	3
INTERNATIONAL ELECTIVE (10*)	3
	15

JUNIOR YEAR: SPRING	HRS
ACCT 328	3
ACCT 329	3
INFO 364 (CBK)	3
MGMT 363 (CBK)	3
ACCT 420 – 9XX (12*)	2
	14

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
ACCT 405	3
ACCT 427	3
MGMT 212	3
GENERAL ELECTIVE (11*)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
ACCT 407 – 9XX (12*)	3
MGMT 466 (CBK)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
GENERAL ELECTIVE (11*)	3
	15

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 Students must be in Upper Level to take shaded courses.

There is a “No Forcing” policy in effect for all Business Honors classes.

Business Honors (BHNR)

Catalog 201131 (134) 2011 – 2012

Program Director: Ms. Kris Morley 340 Wehner kmorley@mays.tamu.edu
Program Advisor: Ms. Risa Meyer 340 Wehner rmeyer@mays.tamu.edu

To pursue a B.B.A. in Business Honors, selection through an application process is required. Applications are accepted at the beginning of the spring semester from incoming freshmen and currently enrolled freshmen. For more information, see <bizhonors.tamu.edu>.

The following categories are part of the Business Honors curriculum:

HONORS COURSE WORK (Complete a minimum of 30 credit hours of honors course work):

- **BUSN 125H, BUSN 205 and MGMT 466H (9 hours)**
- **Fifteen (15) hours business honors Common Body of Knowledge (5 courses)**
- **Six (6) hours non-business honors chosen from core curriculum requirements or non-business general electives.**

REQUIRED COURSES:

BUSN 125H* Business Learning Community
BUSN 205H Integrated Worklife Competencies
MGMT 466H Strategic Management (MGMT 680 if enrolled in Professional Program)
BUSN 484 Internship

HONORS REQUIREMENT (Take at least 5 of the following 10 courses as honors):

ACCT 229 Introductory Accounting – Financial
ACCT 230 Introductory Accounting – Managerial
INFO 210 Fundamentals of Information Systems
MGMT 211 Legal and Social Environment of Business
FINC 341 Business Finance
INFO 303 Statistical Methods
INFO 364 Operations Management
MGMT 363 The Management Process
MGMT 450 International Environment of Business
MKTG 321 Marketing

BUSINESS ELECTIVES (Select 5 courses for a total of 15 credit hours):

Any 300- or 400- level business course (ACCT, FINC, IBUS, INFO, MGMT, MKTG) except FINC 341, 409; INFO 303, 309, 364; MGMT 309, 363, 466; MKTG 321, 409. *At least one of these courses must be writing-designated (W).* Select in consultation with a department academic advisor.

OTHER REQUIREMENTS: The Business Honors Handbook lists other requirements of the BHNR major. The handbook is available at <bizhonors.tamu.edu>.

Double Major: Business Honors students can double major in one of the six other B.B.A. business fields of study (accounting, finance, management, management information systems, marketing, and supply chain management) by selecting all 15 hours of Business Electives and the 11 hours of general elective credits from one major. *Triple majors are not allowed.*

*Students selected for BHNR as second semester freshmen: BUSN 101 will be substituted for BUSN 125. Students who did not complete BUSN 101 MUST enroll in BUSN 125 in the fall semester of their sophomore year.

Revised 05/11

BUSINESS HONORS

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
BUSN 125 – 2XX	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (19*) (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (19*) (CBK)	3
POLS 206 (4*)	3
PSYC 107 (6*)	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (19*) (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (19*) (CBK)	3
POLS 207 (4*)	3
BUSN 205 – 97X (12*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
FINC 341 (19*) (CBK)	3
INFO 303 (19*) (CBK)	3
MKTG 321 (19*) (CBK)	3
COMM 203 or 205 or 243	3
INTERNATIONAL ELECTIVE (10*)	3
	15

JUNIOR YEAR: SPRING	HRS
INFO 364 (19*) (CBK)	3
MGMT 363 (19*) (CBK)	3
BUSINESS ELECTIVE (20*)	3
BUSINESS ELECTIVE (20*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
	15

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
BUSN 484	3
BUSINESS ELECTIVE (20*)	3
BUSINESS ELECTIVE (20*)	3
GENERAL ELECTIVE (11*)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
MGMT 466 – 2XX (CBK)	3
BUSINESS ELECTIVE – 9XX (12, 20*)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
GENERAL ELECTIVE (11*)	2
	14

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 ■ Students must be in Upper Level to take shaded courses.

Students who wish to request enrollment in a full FINC class must do so with the Department of Finance, 360B Wehner. *The UPO does not handle wait-list requests.*

Department of Finance
Catalog 201131 (134) 2011 – 2012

Department Advisor: Mr. Charles Donaway 360B Wehner cdonaway@mays.tamu.edu

<mays.tamu.edu/finc>

The Finance Department strongly recommends the sequence of junior year course work as shown on "A Typical Schedule for Bachelor of Business Administration – Finance"
A grade of "C" or better in FINC 341 is required before attempting any further FINC courses.
Additional prerequisites and recommended preparation may apply.

FOUNDATION COURSES

Terms Normally Offered

FINC 341	Business Finance	Fall, Spring, Summer
FINC 350*	Financial Ethics	Fall, Spring, Summer
FINC 421**	Investment Analysis	Fall, Spring, Summer
FINC 434**	Managerial Finance I	Fall, Spring
FINC 460	Money and Capital Markets	Fall, Spring, Summer

*This course will be listed as FINC 489 SP TP Ethics in Finance during the 2011-12 academic year.

**Additional course prerequisites of ACCT 315 or 327 and INFO 303.

FINANCE (FINC) ELECTIVES***

Terms Normally Offered

FINC 371	Real Estate Decision-Making	(Varies)
FINC 422****	Portfolio Management	Fall, Spring
FINC 423	Options and Financial Futures	Fall, Spring
FINC 424	Trading Risk Management	(Varies)
FINC 425	Portfolio Management	(Varies)
FINC 426	Trading Markets	(Varies)
FINC 427****	Titans of Investing	Fall, Spring
FINC 435	Managerial Finance II	(Varies)
FINC 445	Funding International Business	Fall, Spring, Summer
FINC 447	Financial Statement Analysis	Spring, Fall, Summer
FINC 462	Commercial Bank Management	Spring, Fall
FINC 466****	Wall Street, Inv. Banking & Markets	Summer
FINC 467	Energy Risk Management	(Varies)
FINC 472	Real Estate Finance	Spring
FINC 473	Real Estate Appraisal	Fall
FINC 475	Real Estate Investment Analysis	Fall
FINC 485****	Problems	Fall, Spring, Summer
FINC 489****	Special Topics in ...	(Varies)

***Any 300- or 400-level Finance course except FINC 409, 478, and 484.

****Requires approval of instructor.

ACCT or FINC ELECTIVE (Select one course for a total of 3 credit hours):

Any 300- or 400-level Accounting course except ACCT 315, 316, 327, or 328; or any 300- or 400-level Finance course except FINC 409, 478, and 484. *NOTE: Before enrolling in ACCT 489, students should check with the Finance Advisor.*

IMPORTANT NOTE: Select courses based on consultation with your Finance Advisor. Courses may on occasion not be available as listed. Check the Undergraduate Catalog and Schedule of Classes to verify offerings.

Revised 05/11

FINANCE

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
POLS 206 (4*)	3
COMM 203 or 205 or 243	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
ACCT 315 OR ACCT 327	3
FINC 341 (CBK)	3
FINC 350 – 9XX (12*)	1
INFO 303 (CBK)	3
MGMT 363 (CBK)	3
	13

JUNIOR YEAR: SPRING	HRS
ACCT 316 OR ACCT 328	3
FINC 421	3
FINC 434	3
FINC 460 – 9XX (12*)	3
INTERNATIONAL ELECTIVE (10*)	3
	15

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
ACCT OR FINC ELECTIVE (13,14*)	3
FINC ELECTIVE (14*)	3
INFO 364 (CBK)	3
MKTG 321 (CBK)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
FINC ELECTIVE (14*)	3
FINC ELECTIVE (14*)	3
MGMT 466 (CBK)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	4
	16

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed before entering Upper Level.
 Students must be in Upper Level to take shaded courses.

Students who wish to request enrollment in a full INFO class must do so with the Department of Information & Operations Management. Refer to <infoadvising.tamu.edu>.

The UPO does not handle wait-list requests.

Advising Document Only. Catalog changes & course decisions should be based on consultation with an advisor.

Management Information Systems (MIS)
Department of Information & Operations Management
Catalog 201131 (134) 2011 – 2012

Department Advisor: Dr. Cindi Smatt 330C Wehner csmatt@mays.tamu.edu

<mays.tamu.edu/info>

FOUNDATION COURSES:

INFO 250 Business Programming Logic & Design *Prerequisite: INFO 210*
INFO 300 INFO Business Communications I
INFO 306 Data Communications & Network-Based Systems *Prerequisite: INFO 210*
INFO 328 Database Management Systems *Prerequisite: INFO 250*
INFO 330 Business Systems Analysis & Design *Prerequisite: INFO 328 or concurrent enrollment*
INFO 400 INFO Business Communications II
INFO 439 Management of Info Systems *Prerequisite: U4 in business or approval of instructor*
INFO 477 Large-Scale Info Systems Project *Prerequisites: INFO 330, U4 or approval of instructor*

DIRECTED ELECTIVES (Select 3 courses for a total of 9 credit hours):

Select courses based on consultation with your MIS advisor. A maximum of 6 hours of INFO 485, 489 or BUSN 401 may be applied to the MIS degree plan with prior approval.

INFO 305 Intermediate Business Statistics *Prerequisite: INFO 303 or equivalent*
INFO 322 Business Object Oriented Programming with Java *Prerequisite: INFO 250*
INFO 340 Supply Chain Management *Co-requisite: INFO 364*
INFO 345 Business Process Design *Prerequisite: INFO 364*
INFO 350 Business Intelligence & Data Mining *Prerequisite: 'C' or better in INFO 303 or equivalent*
INFO 374 Business Information Security and Risk Management *Prerequisite: INFO 306, INFO 328*
INFO 420 Web Enabled Applications *Prerequisites: INFO 328, U4*
INFO 422 Complex Business Application Design *Prerequisites: INFO 250, U4*
INFO 446 E-Services *Prerequisite: U4 in business or approval of instructor*
INFO 465 Info Tech for Supply Chain Mgmt *Prerequisite: INFO majors only/approval of instructor*
INFO 468 Enterprise Resource Planning *Prerequisite: INFO 364*
INFO 485 Directed Studies *Prerequisite: Admission to upper level and approval of instructor*
INFO 489 Special Topics in... *Prerequisite: Admission to upper level and approval of instructor*
MKTG 438 Strategic Internet Marketing *Prerequisite: MKTG 321, U3 or U4*
Other courses with prior approval from the department academic advisor

GENERAL ELECTIVE: Choose 2 or more courses for 6 hours credit.

MIS majors are strongly encouraged to participate in a co-op or Internship position. Contact the Experiential Education office in the Career Center for co-op information. For internships, use the Career Center, the Career Fair, and other departmental resources such as CMIS, <cmis.tamu.edu>, and the AITP student organization, <aitp.tamu.edu>, to find a participating company.

COURSE AND CLASSIFICATION PREREQUISITES WILL BE ENFORCED

This information is also available on the INFO Student Services Web site at <mays.tamu.edu/info/student-services-office>. MIS majors are advised to regularly check the INFO Student Services Communications portal in eLearning.

Revised 05/11

MANAGEMENT INFORMATION SYSTEMS (MIS)

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
POLS 206 (4*)	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
INFO 250	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
INFO 303 (CBK)	3
INFO 306	3
INFO 328	3
INFO 364 (CBK)	3
COMM 203 or 205 or 243	3
	15

JUNIOR YEAR: SPRING	HRS
INFO 330	3
INFO-MIS DIRECTED ELECTIVE (15*)	3
MGMT 363 (CBK)	3
MKTG 321 (CBK)	3
INFO 300 – 9XX (12*)	1
INFO 400 – 9XX (12*)	1
	14

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
FINC 341 (CBK)	3
INFO-MIS DIRECTED ELECTIVE (15*)	3
INFO-MIS DIRECTED ELECTIVE (15*)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
INFO 439 – 9XX (12*)	3
INFO 477	3
MGMT 466 (CBK)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
	15

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 ■ Students must be in Upper Level to take shaded courses.

Students who wish to request enrollment in a full INFO class must do so with the Department of Information & Operations Management. Refer to <infoadvising.tamu.edu>. The UPO does not handle wait-list requests.

Advising Document Only. Catalog changes & course decisions should be based on consultation with an advisor.

Supply Chain Management (SUP)
Department of Information & Operations Management
Catalog 201131 (134) 2011 – 2012

Department Advisor: Dr. Sudarsan Rangan 330E Wehner sangan@mays.tamu.edu

<mays.tamu.edu/info>

FOUNDATION COURSES:

INFO 300 INFO Business Communications I
INFO 335 Sourcing and Procurement *Prerequisite: INFO 364 or approval of instructor*
INFO 340 Supply Chain Management *Prerequisite: INFO 364*
INFO 345 Business Process Design *Prerequisite: INFO 364*
INFO 361 Operations Planning and Control *Prerequisite: INFO 364*
INFO 400 INFO Business Communications II
INFO 465 Info Tech for Supply Chain Mgmt *Prerequisite: INFO majors only/approval of instructor*

DIRECTED ELECTIVES (Select 3 courses for a total of 9 credit hours):

Note: At least 1 of the courses (3 hours) must have an INFO prefix. Select courses based on consultation with your Supply Chain Management advisor. A maximum of 6 hours of INFO 485, 489 or BUSN 401 may be applied to the Supply Chain Management degree plan with prior approval.

ACCT 329 Cost Management and Analysis *Prerequisite: ACCT 315/327 w/ a grade of C or better*
ACCT 427 Accounting & Financial Info Systems *Prerequisite: ACCT 327 w/ a grade of C or better*
FINC 424 Trading Risk Management *Prerequisite: FINC 421*
FINC 447 Financial Statement Anal *Prerequisite: FINC 341 w/grade of C or better, ACCT 315/327*
INFO 250 Business Programming Logic and Design *Prerequisite: INFO 210*
INFO 306 Data Communications & Network Based System *Prerequisite: INFO 210*
INFO 328 Database Management Systems *Prerequisite: INFO 250*
INFO 330 Business Systems Analysis & Design *Prerequisites: INFO 328, U3*
INFO 336 Decision Support Systems *Prerequisite: INFO 364*
INFO 468 Enterprise Resource Planning *Prerequisites: INFO 364*
INFO 485 Directed Studies ... *Prerequisite: Approval of INFO Department Head*
INFO 489 Special Topics ... *Prerequisite: Approval of instructor and INFO Department Advisor*
MGMT 212 Business Law *Prerequisite: Sophomore classification*
MGMT 439 Negotiations *Prerequisite: MGMT 363*
MGMT 460 Managing Projects *Prerequisite: MGMT 363*
MKTG 322 Buyer Behavior *Prerequisite: MKTG 321*
MKTG 323 Marketing Research *Prerequisites: MKTG 321, INFO 303*
MKTG 442 Product Management *Prerequisites: MKTG 321*
Other courses with prior approval from the department academic advisor

GENERAL ELECTIVE: Choose 3 or more courses for 9 hours credit.

SUP majors are strongly encouraged to participate in a co-op or Internship position. Contact the Experiential Education office in the Career Center for co-op information. For internships, use the Career Center, the Career Fair, and other departmental resources such as CSCMP student organization, <cscmp.tamu.edu>, to find a participating company.

COURSE AND CLASSIFICATION PREREQUISITES WILL BE ENFORCED

This information is also available on the INFO Student Services Web site at <mays.tamu.edu/info/student-services-office>. Supply Chain Management majors are advised to regularly check the INFO Student Services Communications portal in eLearning.

Revised 05/11

SUPPLY CHAIN MANAGEMENT (SUP)

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
POLS 206 (4*)	3
COMM 203 or 205 or 243	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
INFO 303 (CBK)	3
INFO 364 (CBK)	3
MGMT 363 (CBK)	3
MKTG 321 (CBK)	3
GENERAL ELECTIVE (11*)	3
	15

JUNIOR YEAR: SPRING	HRS
FINC 341 (CBK)	3
INFO 340	3
INFO 361	3
INFO-SUP DIRECTED ELECTIVE (15*)	3
INFO 300 – 9XX (12*)	1
INFO 400 – 9XX (12*)	1
	14

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
INFO 335	3
INFO 345	3
INFO-SUP DIRECTED ELECTIVE (15*)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
INFO 465 – 9XX (12*)	3
INFO-SUP DIRECTED ELECTIVE (15*)	3
MGMT 466 (CBK)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	3
	15

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 Students must be in Upper Level to take shaded courses.

Students who wish to request enrollment in a full MGMT class must do so with the Department of Management. Refer to <mays.tamu.edu/mgmt/mgmt-advising>. The UPO does not handle wait-list requests.

Department of Management
Catalog 201131 (134) 2011 – 2012

Department Advisor: Ms. Kristi Mora 483 Wehner k-mora@tamu.edu

<mays.tamu.edu/mgmt>

The following elective categories are part of the Management curriculum:

MANAGEMENT ELECTIVES (Select 4 courses for a total of 12 credit hours*): The Department of Management determines availability of these courses. Courses may not be available each semester.

MGMT 212	Business Law
MGMT 372	Managing Organizational Behavior <i>Prerequisite: MGMT 363</i>
MGMT 424	Organizational Design, Change, and Development <i>Prerequisite: MGMT 363</i>
MGMT 425	Human Resource Selection <i>Prerequisite: MGMT 373</i>
MGMT 430	Employment Discrimination Law <i>Prerequisite: Senior classification</i>
MGMT 435	Labor Law and Policy <i>Prerequisite: Senior classification</i>
MGMT 440	Creativity and Innovation in Business <i>Prerequisite: MGMT 363</i>
MGMT 452	International Management <i>Pre-/co-requisite: MGMT/IBUS 450</i>
MGMT 457	Global Entrepreneurship
MGMT 460	Managing Projects <i>Prerequisite: MGMT 363</i>
MGMT 461	Entrepreneurship and New Ventures <i>Prerequisite: Senior classification</i>
MGMT 464	Political Environment of Business <i>Prerequisite: MGMT 363 & Senior classification</i>
MGMT 470	Small Business Management and Growth <i>Prerequisite: Senior classification</i>
MGMT 475	Leadership Development <i>Prerequisite: MGMT 363</i>
BUSN 401	Business Fellows (requires admission to program)

*At least one of the MGMT electives must be taken in a writing- (W) or communication- (C) designated format to complete the second W course requirement.

Management majors are encouraged to gain work experience in their chosen field. With an approved internship, students may take the MGMT 484 internship course and use those 3 hours as 1 of the 4 required management electives. For eligibility requirements, see <mays.tamu.edu/mgmt>.

BUSINESS ELECTIVE (Select one course for a total of 3 credit hours):

Any 300- or 400-level business course (ACCT, FINC, IBUS, INFO, MKTG) **except** MGMT 100-499; ACCT 484-485; FINC 341, 409, 484-485; IBUS 450, 452, 457, 484-485; INFO 303, 305, 309, 364, 484-485; MKTG 321, 409, 484-485.

INTERNATIONAL ELECTIVES:

MGMT majors are required to take MGMT/IBUS 450 as 3 of the 6 credit hours of international electives.

REQUIRED COURSES in the Management curriculum include: MGMT 373, MGMT 439, ECON 322 or 323, and INFO 305.

IMPORTANT NOTE: Majors are advised to subscribe to the MGMT Advising listserv to learn of relevant information and opportunities for MGMT majors. To subscribe, send an email to listserv@listserv.tamu.edu. In the body, type SUBSCRIBE managementadvising firstname lastname.

Revised 05/11

MANAGEMENT

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
POLS 206 (4*)	3
COMM 203 or 205 or 243	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
INFO 303 (CBK)	3
MGMT 363 (CBK)	3
MKTG 321 (CBK)	3
ECON 322 OR 323	3
GENERAL ELECTIVE (11*)	3
	15

JUNIOR YEAR: SPRING	HRS
INFO 305	3
INFO 364 (CBK)	3
MGMT 373 – 9XX (12*)	3
MGMT 450 (10*)	3
GENERAL ELECTIVE (11*)	3
	15

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
FINC 341 (CBK)	3
MGMT 439	3
MGMT ELECTIVE – 9XX (16*)	3
MGMT ELECTIVE (16*)	3
BUSINESS ELECTIVE (17*)	3
	15

SENIOR YEAR: SPRING	HRS
MGMT 466 (CBK)	3
MGMT ELECTIVE (16*)	3
MGMT ELECTIVE (16*)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	2
	14

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 Students must be in Upper Level to take shaded courses.

Students who wish to request enrollment in a full MKTG class are directed to review the Department of Marketing's Wait List/Full Courses policy at <mays.tamu.edu/mktg/mktg-advising>. The UPO does not handle wait-list requests.

Department of Marketing
Catalog 201131 (134) 2011 – 2012

Department Advisors:

Ms. Leslie Seipp 242 Wehner marketingadvisor@mays.tamu.edu

<mays.tamu.edu/mktg>

FOUNDATION COURSES (Required):

Note: MKTG 321 is a prerequisite for all other MKTG courses. Additional prerequisites may apply.

MKTG 322 Consumer Behavior

MKTG 323 Marketing Research (*Additional Prerequisite: INFO 303; Communication-Designated Course*)

MKTG 448 Marketing Management (*Writing-Designated Course*)

Note: MKTG 448 is limited to MKTG majors who are in their final semester of course work. It is offered every semester and at least one summer session.

MARKETING ELECTIVES (Select 6 courses for a total of 18 credit hours):

Select courses based on consultation with your Marketing Advisor. Courses may not be available each semester or summer session. A maximum of 6 hours of MKTG 402–403, MKTG 484–485, and BUSN 392* may be applied to Marketing degree plan.

MKTG 325 Retailing Concepts & Policies

MKTG 326 Strategic Retailing

MKTG 335 Personal Selling

MKTG 344 Marketing Channels Management

MKTG 345 Alternative Media, Public Relations, and Sales Promotion

MKTG 347 Advertising and Creative Marketing Communications

MKTG 401 Global Marketing

MKTG 402 International Marketing Study Abroad: Europe (*Restrictions apply*)

MKTG 403 International Market Entry Strategies: Europe (available with MKTG 402 enrollment)

MKTG 425 Retail Merchandising

MKTG 436 Sales Management

MKTG 438 Strategic Internet Marketing

MKTG 440 Services Marketing

MKTG 442 Product Management

MKTG 447 Advertising Procedures

MKTG 484 Marketing Internship (*Restrictions apply*)

MKTG 485 Directed Studies (*Restrictions apply*)

MKTG 489 Special Topics in ... (*Additional prerequisites apply*)

Students considering marketing graduate school should take INFO 305 as a marketing elective.

*For BUSN 392 Cooperative Education in Business credit, please contact your Marketing Advisor.

Revised 05/11

MARKETING

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu>.

FRESHMAN YEAR: FALL	HRS
ENGL 104** (1*)	3
MATH 141*** (2*)	3
HIST 105 (3,4*)	3
NATURAL SCIENCE (5*)	4
PSYC 107 (6*)	3
	16

FRESHMAN YEAR: SPRING	HRS
HUMANITIES ELECTIVE (7*)	3
MATH 142*** (2*)	3
HIST 106 (3,4*)	3
NATURAL SCIENCE (5*)	4
KINE 198 – HEALTH & FITNESS (8*)	1
	14

SUMMER I	HRS

SOPHOMORE YEAR: FALL	HRS
ACCT 229*** (CBK)	3
ECON 202*** (CBK)	3
INFO 210*** (CBK)	3
POLS 206 (4*)	3
COMM 203 or 205 OR 243	3
	15

SOPHOMORE YEAR: SPRING	HRS
ACCT 230*** (CBK)	3
ECON 203*** (CBK)	3
MGMT 211*** (CBK)	3
POLS 207 (4*)	3
VISUAL & PERF. ARTS ELECT. (9*)	3
KINE 199 (8*) – Must be taken S/U	1
	16

SUMMER II	HRS

JUNIOR YEAR: FALL	HRS
FINC 341 (CBK)	3
INFO 303 (CBK)	3
MGMT 363 (CBK)	3
MKTG 321 (CBK)	3
GENERAL ELECTIVE (11*)	3
	15

JUNIOR YEAR: SPRING	HRS
INFO 364 (CBK)	3
MKTG 323 – 9XX (12*)	3
MARKETING ELECTIVE (18*)	3
MARKETING ELECTIVE (18*)	3
INTERNATIONAL ELECTIVE (10*)	3
	15

SUMMER III	HRS

SENIOR YEAR: FALL	HRS
MKTG 322	3
MARKETING ELECTIVE (18*)	3
MARKETING ELECTIVE (18*)	3
MARKETING ELECTIVE (18*)	3
GENERAL ELECTIVE (11*)	3
	15

SENIOR YEAR: SPRING	HRS
MGMT 466 (CBK)	3
MKTG 448 – 9XX (12*)	3
MARKETING ELECTIVE (18*)	3
INTERNATIONAL ELECTIVE (10*)	3
GENERAL ELECTIVE (11*)	2
	14

SUMMER IV	HRS

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed to be considered for entry into Upper Level.
 ■ Students must be in Upper Level to take shaded courses.

BACHELOR OF SCIENCE

The degree of Bachelor of Science is offered in Agribusiness. The agribusiness program combines the common body of knowledge requirements of a degree in business with course work emphasizing the understanding of the unique institutional and managerial challenges facing agribusiness firms.

B.S. AGRIBUSINESS – Catalogs 200731 – 201131 (130 – 134) COMMON BODY OF KNOWLEDGE

Course	Title	Credit Hours
<u>Lower-Level</u>		
ACCT 229	Introductory Accounting – Financial	3
ACCT 230	Introductory Accounting – Managerial	3
AGEC 217	Fundamentals of Ag Econ Analysis	3
ECON 202	Principles of Economics – Microeconomics	3
ECON 203	Principles of Economics – Macroeconomics	3
MGMT 211	Legal & Social Environment of Business	3
<u>Upper-Level</u>		
AGEC 440	Agribusiness Strategic Analysis	3
AGEC 481	Ethics in Agribusiness & Agricultural Economics	1
FINC 341	Business Finance	3
INFO 303	Statistical Methods	3
INFO 364	Operations Management	3
MGMT 363	The Management Process	3
MKTG 321	Marketing	<u>3</u>
	Total	37

B.S. – AGRIBUSINESS UPPER LEVEL REQUIREMENTS

1. To be considered for upper-level entry into the agribusiness major in Mays Business School a student must:

- ✓ Satisfactorily complete at least 60 hours.
- ✓ Satisfactorily complete the following eight courses:

ACCT	229	Introductory Accounting – Financial
ACCT	230	Introductory Accounting – Managerial
AGEC	217	Fundamentals of Agricultural Economics Analysis
ECON	202	Principles of Economics – Microeconomics
ECON	203	Principles of Economics – Macroeconomics
MGMT	211	Legal & Social Environment of Business
MATH	141	Business Mathematics I
MATH	142	Business Mathematics II – Calculus

2. **Deadline to apply** for upper-level: Lower-level business (BUAD) students apply for upper-level before the last class day of the semester before they expect to enter upper-level.

NOTE: To enter upper-level in the summer, ALL requirements must be completed by the beginning of the first summer session.

3. **Apply using** the *Upper Level Business Application* within the *Degree Evaluation* channel on **My Record**; access from **Howdy**, <howdy.tamu.edu>, or in the UPO, 238 Wehner.
4. **Register for upper-level courses** in the semester to which you have applied for upper-level admission. Students who fail to meet upper-level requirements, however, shall not be permitted to remain enrolled in upper-level business courses.

APPLY FOR B.S. – AGRIBUSINESS UPPER-LEVEL ADMISSION BEFORE THE LAST CLASS DAY OF THE SEMESTER BEFORE YOU EXPECT TO ENTER UPPER-LEVEL.

B.S. – Agribusiness upper-level entry requirements are MANDATORY and must be completed PRIOR to enrollment in upper level (300/400) business classes.

AGRIBUSINESS

Catalog 201131 (134) 2011 – 2012
120 Credit Hours Required

CHECK YOUR DEGREE EVALUATION USING My Record FROM HOWDY <howdy.tamu.edu.

FRESHMAN YEAR: FALL	HRS	FRESHMAN YEAR: SPRING	HRS	SUMMER I	HRS
ENGL 104** (1*)	3	PSYC 107 (6*)	3		
MATH 141*** (2*)	3	MATH 142*** (2*)	3		
HIST 105 (3,4)	3	HIST 106 (3,4*)	3		
NATURAL SCIENCE (5*)	4	NATURAL SCIENCE (5*)	4		
AGEC 105	3	KINE 198 – HEALTH & FITNESS (8*)	1		
	16		14		

SOPHOMORE YEAR: FALL	HRS	SOPHOMORE YEAR: SPRING	HRS	SUMMER II	HRS
ACCT 229*** (ACBK)	3	ACCT 230*** (ACBK)	3		
ECON 202*** (ACBK)	3	ECON 203*** (ACBK)	3		
MGMT 211*** (ACBK)	3	AGEC 217 – 9XX*** (12*) (ACBK)	3		
POLS 206 (4*)	3	POLS 207 (4*)	3		
TECHNICAL AGRI. ELECTIVE (21*)	3	COMM 205 OR 243 (22*)	3		
	15	KINE 199 (8*) – Must be taken S/U	1		
			16		

JUNIOR YEAR: FALL	HRS	JUNIOR YEAR: SPRING	HRS	SUMMER III	HRS
AGEC 340	3	AGEC 317	3		
FINC 341 (ACBK)	3	AGEC 429 – 9XX (12*)	3		
INFO 303 (ACBK)	3	INFO 364 (ACBK)	3		
MKTG 321 (ACBK)	3	HUMANITIES ELECTIVE (7*)	3		
ECON 322 OR 323	3	INTERNATIONAL ELECTIVE (10*)	3		
	15		15		

SENIOR YEAR: FALL	HRS	SENIOR YEAR: SPRING	HRS	SUMMER IV	HRS
AGEC 431 – 9XX (12*)	3	AGEC 414	3		
AGEC 481 (ACBK)	1	AGEC 430 or FINC 460	3		
MGMT 363 (ACBK)	3	AGEC 440 (ACBK)	3		
VISUAL & PERF. ARTS ELECT. (9*)	3	INTERNATIONAL ELECTIVE (10*)	3		
GENERAL ELECTIVE (23*)	3	GENERAL ELECTIVE (23*)	4		
	13		16		

* Number refers to footnote number. Footnotes can be found on page 33.
 ** English 104 must be completed by the end of the Sophomore year or it cannot be taken at Texas A&M.
 *** These 8 core classes must be successfully completed before entering Upper Level.
 Students must be in Upper Level to take shaded courses.

FOOTNOTES FOR ALL CURRICULA

1. Enrollment restricted to students with freshman or sophomore classification (transfer hours included).
2. MATH 131, 147, 151, or 171 will be accepted in lieu of MATH 142. MATH 148, 152, 166, or 172 will be accepted in lieu of MATH 141.
3. Select from list of *American History Electives*, page 34; limited to 3 hours of Texas History. Most business students take HIST 105 and HIST 106.
4. For those students under ROTC contract, see section on "Requirement in Political Science (Government) and History" in the *Undergraduate Catalog*.
5. Select from list of *Natural Science Electives*, page 35.
6. *Behavioral Science Elective* to be selected from specific list of courses in Anthropology, Psychology, Sociology and Women's Studies, page 34. Students majoring in Management or Marketing must take PSYC 107.
7. Select from list of *Humanities Electives*, pages 36-38.
8. Kinesiology requirements are to be fulfilled by completing one KINE 198 Health and Fitness and one KINE 199 course. KINE 199 MUST be taken S/U. KINE 198 may be taken graded or S/U. Transfer students with fewer than 2 hours KINE credit must meet the KINE 198 requirement either by transfer of credit or by taking the course at Texas A&M.
9. Select from list of *Visual and Performing Arts Electives*, pages 38-39.
10. Select from list of *International Electives* for business students, pages 40-42. Six hours required. Management majors must take MGMT 450 as three of these required international elective credit hours.
11. *General Electives* are any courses offered for university credit. Students may register for elective courses on a graded or pass/fail basis (S/U). See page 6 for S/U grading information. Students whose high school transcript does not satisfy Texas A&M University's *Foreign Language Graduation Requirement* MUST complete a two-semester sequence of a foreign language. These credits earned will count toward the general elective requirement.
12. Business students must take two (2) courses in their major that are designated as fulfilling the writing (W) requirement. The requirement may be met by taking two W-courses or one W-course and one oral communication (C) course. This course is an approved W- or C-course in the major.
13. Any 300- or 400-level Accounting course except ACCT 315, 316, 327, or 328. Before enrolling in ACCT 489, students should check with the Finance Advisor.
14. Any 300- or 400-level Finance course except FINC 409, 478, and 484.
15. MIS and Supply Chain Management majors select directed electives from lists located in the Undergraduate Program Office, 238 Wehner, or in the department advising office. Students desiring to use courses not listed must obtain prior approval from the department academic advisor.
16. Select from any MGMT course except required MGMT courses and MGMT 105, 209, 309. At least one of the MGMT electives must be taken in a writing- (W) or communication- (C) designated format to complete the second W course requirement. See footnote 12.
17. Select from any 300- or 400-level business course (ACCT, FINC, IBUS, INFO, MKTG) except MGMT 300-499; ACCT 484-485; FINC 341, 409, 484-485; IBUS 450, 452, 457, 484-485; INFO 303, 305, 309, 364, 484-485; MKTG 321, 409, 484-485.
18. Select from any MKTG course except required MKTG courses and MKTG 409.
19. BHRM majors are required to take 5 of the following 10 courses as Honors: ACCT 229, 230; FINC 341; INFO 210, 303, 364; MGMT 211, 363, 450; MKTG 321.
20. Select from any 300-or 400-level business course (ACCT, FINC, IBUS, INFO, MGMT, MKTG) except FINC 341, 409; INFO 303, 309, 364; MGMT 309, 363, 466; MKTG 321, 409. *At least one of these courses must be writing- (W) or oral communication- (C) designated.* Select in consultation with an academic advisor.
21. Three hours of technical agriculture electives to be selected from any course offered by the College of Ag & Life Science except 285, 484, 485, and AGEC courses.
22. Select *Communication* elective from AGJR 404, COMM 205, 243, ENGL 203, 235, 236, or 301.
23. Any Texas A&M or transfer course, except KINE 199, not used to meet other degree requirements.

Updated 05/11

AMERICAN HISTORY ELECTIVES

“To be a responsible citizen of the world it is necessary, first, to be a responsible citizen of one’s own country and community.” Business students must take HIST 105 or 106 or other courses in American and Texas history, except that courses pertaining solely to Texas history may not comprise more than 3 hours. Business students may make their American history selections from the following list of approved courses:

HIST 105	History of the United States, through 1877
HIST 106	History of the United States, since 1877
HIST 226	History of Texas
HIST 230	American Military History
HIST 232	History of American Sea Power
HIST 258	American Indian History

Revised 05/11

BEHAVIORAL SCIENCE ELECTIVES

“As the human social environment becomes more complex, it is increasingly important for individuals to understand the nature and function of their social, political and economic institutions.” Business students must take three (3) credit hours in a “Behavioral Science” subject from the following list of approved courses:

ANTH 201	Introduction to Anthropology
ANTH 210	Social and Cultural Anthropology
ANTH 225	Physical Anthropology
ANTH 300	Cultural Change and Development
ANTH 314	Agrarian Peasant Societies
ANTH 403	Primitive Religion
ANTH 404	Women and Culture
PSYC *	Any course except 203, 204, 285, 289, 484, 485 or 489
SOCI	Any course except 220, 285, 289, 420, 484, 485 or 489
WGST 207	Introduction to Gender and Society
WGST 316	Sociology of Gender
WGST 317	Women in Politics
WGST 404	Women and Culture
WGST 424	Women and Work in Society
WGST 462	Women and the Law

***Students majoring in Management or Marketing must take PSYC 107.**

Revised 05/11

NATURAL SCIENCE ELECTIVES

“Knowledge and appreciation of science as a significant human activity, rather than merely a listing of results or collection of data, is acquired only by engaging in the activities of science.” University Core Curriculum requires eight (8) credit hours of course work in “Natural Sciences” subjects as follows.

At least four (4) hours must be selected from the following:

ASTR 111	Overview of Modern Astronomy
BIOL 101	Botany
BIOL 107	Zoology
BIOL 111	Introductory Biology I
BIOL 113/ 123	Introductory Biology/Introductory Biology Laboratory
CHEM 101/ 111	Fundamentals of Chemistry/Fundamentals of Chemistry Lab I
CHEM 103/ 113	Structure and Bonding/ Physical & Chemical Principles
CHEM 107/117	Gen. Chem. for Engineering/Gen. Chem. for Engineering Lab
GEOG 203	Planet Earth: Introduction to Earth Systems Science
GEOG 213	Planet Earth Lab (1 credit lab)
GEOL 101	Principles of Geology
PHYS 201	College Physics
PHYS 218	Mechanics

Remaining hours to be selected from courses listed above or the following:

ANTH 225	Biological Anthropology
ASTR 101/ 102	Basic Astronomy/ Observational Astronomy
ASTR 109	Big Bang and Black Holes (3 credits; no corresponding lab)
ATMO 201/ 202	Atmospheric Science/ Atmospheric Science Laboratory
BESC 201	Bio Environmental Sciences (3 credits; no corresponding lab)
BIOL 112	Introductory Biology II
BIOL 225	Physical Anthropology
CHEM 102/ 112	Fundamentals of Chemistry II/Fundamentals of Chemistry Lab II
CHEM 104/ 114	Chemistry of the Elements/ Qualitative Analysis
CHEM 106/ 116	Molecular Science for Citizens/ Molecular Science for Cit. Lab
CHEM 222/ 242	Elements of Organic & Biological Chem/Elem Organic Chem Lab
ENGR 101	Energy: Resources, Utilization and Importance to Society
ENTO 322	Insects and Human Society (3 credits; no corresponding lab)
FRSC 304	Forest Ecology (3 credits; no corresponding lab)
GEOG 205	Environmental Change
GEOL 106	Historical Geology
GEOL 307	Dinosaur World
GEOS 210	Climate Change
GEOS 410	Global Change (3 credits; no corresponding lab)
HORT 201/ 202	General Horticulture/ General Horticulture Laboratory
OCNG 251/ 252	Oceanography/ Oceanography Laboratory
PHYS 202	College Physics
PHYS 208	Electricity and Optics
PHYS 219	Electricity
RENR 205/ 215	Fundamentals of Ecology/ Fundamentals of Ecology Laboratory
SCSC 105	World Food and Fiber Crops (3 credits; no corresponding lab)
SCSC 301	Soil Science

Revised 05/11

HUMANITIES ELECTIVES

“Knowledge of our culture and its ideals makes possible both social integration and self-realization.” University Core Curriculum requires three (3) credit hours of course work in a “Humanities” subject. Acceptable courses are:

AFST 201 Introduction to Africana Studies
AFST 204 Introduction to African-American Literature
AFST 205 Introduction to Africana Literature
AFST 300 Blacks in the United States, 1607-1877
AFST 301 Blacks in the United States Since 1877
AFST 302 Gateway Course
AFST 344 History of Africa to 1800
AFST 345 Modern Africa
AFST 346 History of South Africa
AFST 357 Out of Africa: The Black Diaspora and the Modern World
AFST 401 Slavery in World History

ANTH 202 Introduction to Archaeology
ANTH 205 Peoples and Cultures of World
ANTH 301 Indians of North America
ANTH 302 Archaeology of North America
ANTH 303 Archaeology of American SW
ANTH 308 Archaeology of Mesoamerica
ANTH 313 Historical Archaeology
ANTH 315 Peoples and Cultures of Africa
ANTH 316 Nautical Archaeology
ANTH 317 Introduction to Biblical Archeology
ANTH 318 Nautical Archeology of the Americas
ANTH 350 Archaeology of the Old World

ARCH 249 Survey of World Architecture History I
ARCH 250 Survey of World Architecture History II
ARCH 345 History of Building Technology

ARTS 149 Art History Survey I
ARTS 150 Art History Survey II
ARTS 350 The Arts and Civilization

CLAS 351 Classical Mythology

COMM 301 Rhetoric in Western Thought
COMM 327 American Oratory
COMM 425 Rhetoric of the Civil Rights Movement

ENGL 203 Introduction to Literature
ENGL 204 Introduction to African-American Literature
ENGL 205 Introduction to Africana Literature
ENGL 212 Shakespeare
ENGL 221 World Literature (pre-1500)

HUMANITIES ELECTIVES (Continued)

ENGL 222	World Literature (post-1500)
ENGL 227	American Literature: Colonial to American Renaissance
ENGL 228	American Literature: Civil War - Present
ENGL 231	Survey of English Literature I
ENGL 232	Survey of English Literature II
ENGL 235	Creative Writing Prose
ENGL 251	The Language of Film
ENGL 253	Introduction to Cultural Studies and Popular Culture
ENGL 330	Arthurian Literature
ENGL 333	Gay and Lesbian Literature
ENGL 334	Science Fiction Present and Past
ENGL 353	History of Rhetoric
ENGL 354	Modern Rhetorical Theory
ENGL 355	The Rhetoric of Style
ENGL 360	Literature for Children
ENGL 361	Literature for Adolescents
ENGL 362	Hispanic Literature in the U.S.
ENGL 374	Women Writers
GEOG 202	Geography of the Global Village
GEOG 301	Geography of the United States
GEOG 305	Geography of Texas
GEOG 321	Geography of Africa
GEOG 323	Geography of Latin America
HIST	Any Course except 285, 289*, 485, and 489*
HORT 203	Floral Design
HUMA 211	Hebrew Scriptures
HUMA 213	New Testament
HUMA 303	Near Eastern Religions
HUMA 304	Indian and Oriental Religions
LAND 240	History of Landscape Architecture
LAND 340	Development of Landscape Architecture in North America
LBAR 331	Studies in European Civilization and Culture I
LBAR 332	Studies in European Civilization and Culture II
LBAR 333	Studies in Italian Civilization & Culture I
MODL**	Any MODL course except 285, 289*, 485, and 489*
MUSC 200	Topics in Music
MUSC 201	Music and the Human Experience
PHIL	Any course except 240, 285, 289*, 341, 342, 485, or 489*

HUMANITIES ELECTIVES (Continued)

RELS 211 Hebrew Scriptures
RELS 213 New Testament
RELS 303 Near Eastern Religions
RELS 304 Indian and Oriental Religions
RELS 317 Introduction to Biblical Archaeology
RELS 351 Classical Mythology

THAR 101 Introduction to Western Theater
THAR 155 History of Western Dress
THAR 201 Introduction to World Theater
THAR 280 History of Theater I
THAR 281 History of Theater II

WGST 200 Introduction to Women's Studies
WGST 333 Gay and Lesbian Literature
WGST 374 Women Writers

* Individual Special Topic courses may be approved by the University for use in the Core Curriculum.

** or any course in the Department of Hispanic Studies or the Department of European and Classical Languages and Cultures. If courses in MODL are used to fulfill the Humanities requirement, they must be in a different language than taken in high school or, if in the same language, at the 200-level or higher. For example, if the student took Spanish in high school, then the student may not use SPAN 101 or 102 to satisfy the Humanities requirement.

Revised 05/11

VISUAL AND PERFORMING ARTS ELECTIVES

"Knowledge of our culture and its ideals makes possible both social integration and self-realization." University Core Curriculum requires three (3) credit hours of course work in a "Visual and Performing Arts" subject.

ARCH 249 Survey of World Architecture History I
ARCH 250 Survey of World Architecture History II

ARTS 103 Design I
ARTS 111 Drawing I
ARTS 149 Art History Survey I
ARTS 150 Art History Survey II
ARTS 329 Texas Art History
ARTS 330 The Arts of America
ARTS 350 The Arts and Civilization

VISUAL AND PERFORMING ARTS ELECTIVES (Continued)

CLAS 352	Greek and Roman Drama
DCED 161	Visual and Performing Arts – Ballet II (2 credits)
DCED 168	Visual and Performing Arts – Jazz Dance III (2 credits)
DCED 172	Visual and Performing Arts – Modern Dance II (2 credits)
ENDS 101	Design Process
ENDS 115	Design Communication Foundations
ENGL 212	Shakespeare
ENGL 219	Literature and Other Arts
ENGL 251	The Language of Film
FILM 201	Introduction to Film Analysis
HORT 203	Floral Design
KINE 160-162	Visual and Performing Arts (1 credit each; not repeatable)
KINE 166-169	Visual and Performing Arts (1 credit each; not repeatable)
KINE 171-173	Visual and Performing Arts (1 credit each; not repeatable)
KINE 175	Gender Neutral Partnering (1 credit)
KINE 311	Fundamental Rhythms and Dance
LAND 240	History of Landscape Architecture
MODL 352	Hispanic Literature and Film
MUSC 200	Topics in Music
MUSC 201	Music and the Human Experience
MUSC 280	Ensemble Performance – Symphonic Band (1 credit; repeatable)
PERF 301	Performance in World Cultures
PHIL 330	Philosophy of Art
PHIL 375	Philosophy of the Visual Media
THAR 101	Introduction to Western Theater
THAR 110	Acting I: Fundamentals
THAR 155	History of Western Dress
THAR 201	Introduction to World Theater
THAR 280	History of the Theater I
THAR 281	History of the Theater II

Revised 05/11

INTERNATIONAL ELECTIVES

“The purpose of the international elective is to further the business student’s knowledge of the contemporary world. Classes used to meet this requirement focus on cultural, political, and economic issues that impact today’s business world.” Business students must take six (6) hours of International electives from the following list of courses. (*In the B.S. – Agribusiness and B.B.A. curricula the 6 hours of approved international elective courses simultaneously fulfill the University’s International and Cultural Diversity Core Curriculum requirement.*)

ACCT 445* International Accounting

AFST 345	Modern Africa
AFST 346	History of South Africa
AGEC 452	International Trade and Agriculture
AGEC 453	International Agribusiness Marketing
ANTH 205	People and Cultures of the World
ANTH 300	Cultural Change and Development
ANTH 314	Agrarian Peasant Societies
ANTH 315	Peoples and Cultures of Africa
ANTH 319	Indians of Mexico and Central America
ARCH 458	Cultural and Ethical Considerations for Global Practice
COMM 335	Intercultural Communication
ECON 320	Economic Development of Europe
ECON 324	Comparative Economic Systems
ECON 330	Economic Development
EURO 323	Immigration and Ethnicity in Contemporary France
EURO 443	Contemporary Russian Prose
EURO 444	Russian Drama
EURO 447	Russian Artistic Culture II: 1890 to Present

FINC 445* Funding International Business

FREN 301	French Culture and Civilization
FREN 322	Survey of French Literature II
FREN 323	Immigration and Ethnicity in Contemporary France
FREN 336	Contemporary France
FREN 418	Seminar in French Civilization
FREN 425	French Film
GEOG 202	Geography of the Global Village
GEOG 311	Cultural Geography
GEOG 320	The Middle East
GEOG 321	Geography of Africa
GEOG 323	Geography of Latin America
GEOG 325	Geography of Europe
GEOG 326	Geography of East Asia
GEOG 327	Geography of South Asia

INTERNATIONAL ELECTIVES (Continued)

GEOG 402	Interpretation of Cultural Landscapes
GEOG 420	Geography of Terrorism
GERM 322	German Culture and Civilization II
HIST 210	Russian Civilization
HIST 324	European Society in the Industrial Age
HIST 336	Europe Since 1932
HIST 339	Eastern Europe Since 1453
HIST 342	Latin America Since 1810
HIST 345	Modern Africa
HIST 346	History of South Africa
HIST 348	Modern Middle East
HIST 352	Modern East Asia
HIST 355	Modern China
HIST 356	Twentieth Century Japan
HIST 402	Germany Since 1815
HIST 407	History of France Since 1815
HIST 412	Soviet Union 1917-Present
HIST 439	Twentieth Century England
HIST 440	Latin America Cultural and Intellectual History
HIST 441	History of Mexico 1821-Present
HIST 449	History of Brazil 1822-Present
HIST 464	International Development Since 1918
HIST 477	Women in Modern European History
IBUS 401*	Global Marketing (cross-listed with MKTG 401)
IBUS 402*	International Marketing (cross-listed with MKTG 402)
IBUS 403*	International Market Entry Strategies (cross-listed with MKTG 403)
IBUS 445*	International Accounting (cross-listed with ACCT 445)
IBUS 446*	Funding International Business (cross-listed with FINC 445)
IBUS 450*	International Environment of Business (cross-listed with MGMT 450)
IBUS 452*	International Management (cross-listed with MGMT 452)
IBUS 455*	Asian Business Environment
IBUS 456*	European Integration & Business
IBUS 457*	Global Entrepreneurship (cross-listed with MGMT 457)
IBUS 458*	International Negotiations
IBUS 459*	Latin American Markets
IBUS 460*	Academy for Future International Leaders
MGMT 450*	International Environment of Business
MGMT 452*	International Management
MGMT 457*	Global Entrepreneurship
MKTG 401*	Global Marketing
MKTG 402*	International Marketing
MKTG 403*	International Market Entry Strategies

INTERNATIONAL ELECTIVES (Continued)

MODL	352	Hispanic Literature and Film
MODL	362	Hispanic Literature in the U.S.
MODL	363	Borderlands: U.S. and Mexico
POLS	322	Western European Government and Politics
POLS	323	Political Systems of Latin America
POLS	324	Third World Politics
POLS	326	Government and Politics of Eastern Europe
POLS	328	Globalization and Democracy
POLS	329	Introduction to Comparative Politics
POLS	331	Introduction to World Politics
POLS	338	Government and Politics of Former Soviet Union
POLS	365	Asian Governments and Politics
POLS	424	Comparative Government Institutions
POLS	432	Politics of the European Union
SOCI	325	International Business Behavior
SOCI	329	Pacific Rim Business Behavior
SOCI	340	Post-Soviet Societies
SOCI	350	Sociology of Islamic Societies
SOCI	423	Globalization and Social Change
SPAN	312	Hispanic Culture and Civilization 18 th Century to Present
SPAN	320	Introduction to Hispanic Literature
SPAN	410	Hispanic Film
SPAN	411	Contemporary Hispanic Society and Culture
SPAN	412	Hispanic Writers in the U.S.
SPAN	421	Spanish Language Poetry
SPAN	450	Contemporary Spanish and Spanish-American Literature
SPMT	337	International Sport Business
WGST	463	Gender in Asia
WGST	477	Women in Modern European History

Additionally, courses taken abroad, which are conducted in another country by a TAMU faculty member, completed as part of an reciprocal education exchange program (REEP), or completed in another country through direct enrollment in another institution, can be used to satisfy the IE (and ICD) requirement. This includes credits earned through 285, 291, 485, 484, and 491 courses conducted abroad for which grades are determined by a TAMU faculty member.

*** must be admitted to UPPER LEVEL in Mays Business School.**

Revised 05/11

CERTIFICATE PROGRAMS

International Certifications

Mays Business School offers a variety of international certification programs. Each program offers Mays B.B.A. and B.S. – Agribusiness students the opportunity to study international business, develop understanding of other cultures and language knowledge to meet global business challenges.

Students who pursue any of these certifications must complete all requirements for the specific program PRIOR TO graduation. The certificate program will be recognized on the transcript after graduation, but not on the diploma.

Students are strongly encouraged to plan early and select courses based on consultation with a UPO academic advisor. Specific certificate requirements are available on the web at <mays.tamu.edu/cibs/>.

1. *Certificate in International Business*: Requirements include 18 hours of course work and completion of an approved international study abroad or work experience.
2. *Certificate in European Union Business*: Requirements include 21 hours of course work, completion of an approved European Union study abroad or work experience, and demonstration of proficiency in a European Union language (not English).
3. *Certificate in Latin American Business*: Requirements include 21 hours of course work, completion of an approved Latin American study abroad or work experience, and demonstration of proficiency in a Latin American language (not English).

Entrepreneurial Leadership

The Center for New Ventures & Entrepreneurship offers a *Certificate in Entrepreneurial Leadership*. Designed to develop the competencies needed to successfully create and manage new ventures or to be a driver of innovation within existing enterprises, emphasis is placed on leadership in three areas: conceiving, exploiting, and managing opportunities. Requirements include 12 credit hours of course work and a 1 hour internship at an approved entrepreneurial or high growth firm. Complete specific requirements are available at <cnve.tamu.edu/students/education/undergraduate/>.

Retailing Certification

The Center for Retailing Studies (CRS) offers a *Certificate in Retailing* program. Through a customized program of retailing, marketing, and other educational experiences, students receive focused preparation for a retailing career.

Students who want to earn a *Certificate in Retailing* must declare their intent with the CRS, Room 201 Wehner, 979-845-0325, <mays.tamu.edu/crs/>.

INTERNSHIPS

Accounting

ACCT 484 Internship applies to the accounting curriculum as **general elective** only. However, the Texas State Board of Public Accountancy will apply ACCT 484 credit hours toward the additional accounting credit hours required to sit for the CPA exam provided that the student performs accounting career development tasks, that the student is supervised by a CPA, and that the student returns to college studies for at least one semester after completion of the internship in order to have coursework opportunities to apply the skills that were developed on the internship.

Accounting BBA students planning to intern should complete an application, available online at mays.tamu.edu/acct/advising/internships/. This form must be returned to an Accounting BBA Advisor no later than five weeks prior to beginning of the internship.

Contact an Accounting BBA Advisor to help as you begin the application process.

Business Honors

The BHNR curriculum requires 3 credits of BUSN 484 Internship. BHNR majors may use BUSN 484 Internship or substitute 484 Internship credit earned through another Mays department to fulfill this degree requirement.

Eligibility consideration for the BUSN 484 Internship course requires the BHNR major to:

- Complete 60 hours prior to the start of the internship;
- Complete Internship Application and gain approval before start of the internship; and
- Adhere to internship procedures and deadlines posted at bizhonors.tamu.edu.

BHNR students work with Kris Morley, director of the internship program, to complete the internship requirements.

Finance

FINC 484 Internship applies to the finance curriculum as **general elective** only.

To apply for internship academic credit, the department requires:

- 3.25 or better cumulative GPR;
- Student obtain a Finance Faculty advisor to sponsor the internship; and
- Approval by the Director, BBA Program in Finance.

FINC majors should seek advice regarding an internship from the Department of Finance undergraduate academic advisor in 360S Wehner.

INTERNSHIPS (Continued)

Management Information Systems and Supply Chain Management

An INFO 484 Internship applies to the curriculum as **general elective** credit. Internships are graded on a Satisfactory/Unsatisfactory (S/U) basis.

INFO majors should seek advice regarding an internship from the INFO internship advisor in 330 Wehner. Students seeking an internship should attend the career fairs, work with the Texas A&M Career Center, and complete an internship application form at mays.tamu.edu/info/forms-info.

To apply for internship academic credit, the department requires that:

- Student obtains an INFO faculty member sponsor for the internship;
- An internship application for academic credit form must be completed and signed by the student, faculty sponsor, internship advisor, and INFO Director of Student Services. The form can be obtained at mays.tamu.edu/info/forms-info; and
- After signatures have been secured, a student will be registered in INFO 484 for general elective credit.

Management

Management majors have the opportunity to earn three hours of academic credit toward **management elective** requirements through an approved internship.

Eligibility consideration for the MGMT 484 Management Internship course requires the MGMT major to:

- Complete MGMT 363 prior to start of internship;
- Provide required documentation to Kristi Mora, internship instructor;
- Gain approval before start of internship; and
- Adhere to documentation and deadline requirements posted at mays.tamu.edu/mgmt/mgmt-advising.

Students wishing to pursue the one hour MGMT 484 course for the Certificate in Entrepreneurial Leadership should contact the Center for New Ventures and Entrepreneurship, 430 Wehner.

Marketing

Marketing majors have the opportunity to earn three hours of academic credit toward **marketing elective** requirements through an approved internship.

Eligibility consideration for the MKTG 484 Marketing Internship course requires the MKTG major to:

- Complete Marketing 321 prior to start of internship;
- Gain approval before the start of the internship by meeting with Ms. Kelli Hollinger, Assistant Director and Lecturer, Center for Retailing Studies, in 201 Wehner.

THE PROFESSIONAL PROGRAM

The Professional Program at Texas A&M University is a two and one-half year program that offers a unique opportunity for successful and motivated students to develop superior credentials. Students enter the Professional Program at the start of the spring semester of their junior year. Upon completion of the program, students receive both a BBA in Accounting and a Master of Science (MS) in Accounting, Finance, Management, Management Information Systems, or Marketing.

SPECIALTY TRACKS

The *Assurance Services/Information Management Track* develops skills needed to audit or consult with multinational corporations and financial institutions. Graduates in this track receive an MS-Accounting degree and generally begin their professional careers in the audit or consulting division of a CPA firm.

The *Tax Consulting and Financial Planning Track* emphasizes the fundamental and contemporary aspects of tax in the current business environment. Graduates in this track receive an MS-Accounting degree and commonly plan for a career in a CPA firm or corporate tax department.

The *Entrepreneurial Leadership Track* focuses on developing skills that help students learn how to successfully engage in conceiving, exploiting, and managing entrepreneurial opportunities. Graduates in this track receive an MS-Accounting or MS-Management degree and generally begin their professional careers in the audit, tax or consulting groups of a CPA firm.

The *Management Information Systems Track* develops skills needed to design and evaluate technology-based information systems. Graduates in this track receive an MS-MIS degree and often begin their careers in CPA firms, corporations or consulting firms.

The *Financial Management Track* focuses on integrating accounting and finance. Graduates in this track receive an MS-Finance degree and are prepared for entry-level positions in corporate finance, banking, accounting, internal audit and consulting.

The *Marketing Track* allows students to specialize in e-commerce, marketing research, brand management, or consulting and services. Through a combination of core courses, electives, and leadership development opportunities, the MS-Marketing program is designed to develop the competencies needed for a successful marketing career.

Admission to the Professional Program

Applications to the Professional Program are accepted during the fall semester of a student's junior year. Students must attend an informational meeting in order to submit an application. Meeting dates and times will be announced in ACCT 327 and ACCT 328 classes.

Admission to the Professional Program (Continued)

Admission is based on an evaluation of (1) prior academic performance; and (2) honors, awards and extracurricular activities. Students are notified of selection at the end of the fall semester.

The following factors are considered in the evaluation of applications:

- Achieved junior status
- Anticipate completing at least 90 credit hours before the fall semester of senior year
- Grade Point Ratio (GPA) of 3.25 or higher for the last 30 semester hours
- Anticipated grade of “B” or higher for ACCT 327

Applicants who do not meet all of the above guidelines may be considered on an individual basis if extenuating circumstances exist and if the applicant exhibits potential for success in the program. Admission will be considered following an interview.

Planning Ahead for Entry into the Program

If you plan to apply for the Professional Program, do not take the following courses as they will be replaced with specialized Program courses:

MGMT 212

MGMT 466

Admitted students will receive scheduling advice from the Professional Program Office, 487 Wehner. <acct.tamu.edu/ppa/>

Revised 05/11

THE TRADING, RISK AND INVESTMENTS PROGRAM

The Trading, Risk and Investments Program (TRIP) prepares students in the fields of trading, investments and risk management by combining exceptional classroom instruction with hands-on internship-based experience. Students graduate having completed three paid trade floor internships with three different board member companies and a BBA in Finance. The Finance Department also offers a preferred application track for a Master of Science (MS) in Finance to successful TRIP participants who qualify for graduate study.

Students usually apply for acceptance into TRIP during the fall semester, when they have earned between 30-90 credit hours. The TRIP application is made available on September 15 and is due October 15.

For more information, visit the TRIP website, <mays.tamu.edu/trip/>, e-mail trip@mays.tamu.edu or call 979-845-8963.

Revised 05/11

SPECIAL INTEREST OPPORTUNITIES

Business Student Organizations. Approximately 20 organizations of special interest to business students. Some are local chapters of national professional groups but most are related to a specific career interest. For more information, contact Business Student Council, 151 Wehner, 979-458-1781. <bsc.tamu.edu>

Business Student Council (BSC). The governing student body of Mays Business School, BSC is an organization of leaders, aimed at supporting member organizations, serving Mays Business School, and positively impacting Texas A&M. New members are accepted on a yearly basis every September. For more information, stop by the BSC office, 151 Wehner, call 979-458-1781, or visit the web site. <bsc.tamu.edu>

Business Career Fair. A completely student-run event, the fair provides an opportunity for company representatives and students to visit informally and identify candidates for filling immediate and future professional openings. Also, Career Fair is an opportunity for students to gain information about career possibilities to aid the career decision-making process. For more information contact the BSC, 151 Wehner, 979-845-1320. <bsc.tamu.edu>

Mays Business Fellows. A premier undergraduate professional development program of Mays Business School with excellence as its cornerstone. Admission is on a competitive basis. Students apply in the fall of their junior year by completing an extensive application and interview process. For information, 979-845-4873. <mays.tamu.edu/fellows>

Mays Business Honors. Selection through an application process is required to pursue a B.B.A. in Business Honors. The major recognizes the importance and need for interdepartmental business course work to solve complex problems. For information, 979-845-7512. <bizhonors.tamu.edu>

Co-op/Internships. An excellent way to gain work experience, make professional contacts in industry and earn a nice salary. For co-op information, contact the Co-op Office, 209 Koldus, 979-845-7725, <careercenter.tamu.edu>. For internship information, contact the Career Coordinator, 238 Wehner, 979-862-3850. Department advisors can also provide co-op and internship information.

Career Center. Dedicated to serving students at every stage in their academic careers, the Career Center assists students in searches for full-time employment, internships, externships, cooperative education, and work abroad. Services provided include career advising, on-campus interviews, workshops, online resources, experiential education, and walk-in advising. The Career Center is located in 209 Koldus, 979-845-5139. Mays Business School's Career Coordinator is located in the UPO. Call 979-862-3850 to schedule an appointment. <HireAggies.com>

Student Learning Center (SLC). The mission of the SLC is to promote the persistence and academic success of undergraduate students at Texas A&M University by providing specialized courses, programs and services. Supplemental Instruction (SI) and tutoring is offered free of charge to all Texas A&M University students. The SLC offers STLC courses, which teach students how to learn effectively, develop critical thinking skills, and prepare for the job market. For more information, contact the SLC, 118 Hotard Hall, 979-845-2724. <slc.tamu.edu>

Professional Program. Admission to the program is by application during the fall semester of a student's junior year. For information, call 979-845-8587 or <acct.tamu.edu/ppa>. Graduates earn a BBA in Accounting and a MS degree based on a specialty track.

SPECIAL INTEREST OPPORTUNITIES (Continued)

CPA Exam. Information is available online at <http://mays.tamu.edu/acct/advising/>, from the Accounting BBA Advisors in 460 Wehner, in the Professional Program Office, 487 Wehner, and from the Texas State Board of Accountancy, 333 Guadalupe, Tower 3, Suite 900, Austin, Texas 78701-3900. Phone 512-305-7800. <www.tsbpa.state.tx.us/>

Office of Professional School Advising (OPSA). The OPSA is the central location for Texas A&M University students who are seeking information about professional school. Services include one-on-one advising, information on professional school selection, application, etc. Interested students should meet with an OPSA advisor early in their academic career. OPSA is located in Henderson Hall, 979-847-8938. <opsa.tamu.edu/>.

Overseas Study. To succeed in this interdependent world, it is critical that students gain an informed perspective. A wide range of overseas study opportunities are available. Interested students are encouraged to begin planning early in their academic career.

Reciprocal Exchange. Study and live at an overseas university for a semester or academic year. Mays exchange partnerships include Austria, China, Denmark, France, Germany, India, Netherlands, Norway, Spain, and Sweden. University-wide exchange programs include universities in Australia, Ecuador, Germany, Japan, Mexico, New Zealand, Singapore, South Korea, Switzerland, and United Kingdom.

Business students interested in participating in an exchange program MUST:

- Have a cumulative GPA of 3.0 or greater
- Be admitted to an upper division major before the beginning of exchange semester
- Have language skills necessary to follow classes taught in the language of the host country and institution
- Attend Texas A&M University for at least one full semester after the exchange

For more information about Mays exchange partnerships, visit <mays.tamu.edu/cibs/>. Visit the Study Abroad Program website <studyabroad.tamu.edu> for information about University-wide exchange partnerships.

Study Abroad. Faculty-led programs; Mays sponsors several summer study abroad programs. A group of selected TAMU students are led by a business faculty to a foreign location for study in business and culture/economic environment course work.

Business students interested in participating in a business study abroad program MUST:

- Have a cumulative GPA of 2.5 or greater
- Be admitted to an upper division major by the beginning of the study abroad
- Meet other eligibility and application requirements

For more information about Mays programs visit <mays.tamu.edu/cibs/>. Visit the Study Abroad Program website <studyabroad.tamu.edu> for information about University-wide study abroad programs.

Meet with a business academic advisor about your interest in an overseas study opportunity and how course credits may apply. Program costs vary from program to program. Research funding possibilities through the Study Abroad Program website <studyabroad.tamu.edu>, and meet with a Scholarships & Financial Aid advisor about loans, grants and academic scholarships.

HANDY PHONE NUMBERS & WEB SITES

<u>Phone</u> (Area Code 979)	<u>Department/Office</u>	<u>Web Site</u>
862-3850	Undergraduate Program Office (UPO)	mays.tamu.edu/upo/
845-5014	Accounting (ACCT)	mays.tamu.edu/acct/
458-0427	Admissions Counseling	admissions.tamu.edu/
845-1050	Aggie Ring	aggienetwork.com/ring/
862-3850	Agribusiness (AGBU)	mays.tamu.edu/upo/
845-7512	Business Honors (BHNR)	bizhonors.tamu.edu/
458-1781	Business Student Council (BSC)	bsc.tamu.edu/
845-8681	Texas A&M University (MSC) Bookstore	tamu.bncollege.com/
845-5139	Career Center	careercenter.tamu.edu/
845-5234	Center for International Business (CIBS)	mays.tamu.edu/cibs/
845-7725	Cooperative Education	careercenter.tamu.edu/
845-1089	Degree Audit	registrar.tamu.edu/
845-1637	Disability Services	disability.tamu.edu/
845-3514	Finance (FINC)	mays.tamu.edu/finc/
845-4851	Management (MGMT)	mays.tamu.edu/mgmt/
845-0811	Management Info Systems (INFO-MIS)	mays.tamu.edu/info/
845-5861	Marketing (MKTG)	mays.tamu.edu/mktg/
845-0811	Supply Chain Management (INFO-SUP)	mays.tamu.edu/info/
845-4873	Mays Business Fellows	mays.tamu.edu/fellows/
845-0532	Measurement & Research Services (MARS)	mars.tamu.edu/
847-8938	Professional School Advising (OPSA)	opsa.tamu.edu/
845-1031	Registrar	registrar.tamu.edu/
845-7117	Registration	registrar.tamu.edu/
845-3236	Scholarships & Financial Aid	financialaid.tamu.edu/
847-3337	Student Business Services (SBS)	finance.tamu.edu/sbs/
845-4427	Student Counseling Services (SCS)	scs.tamu.edu/
458-8316	Student Health Services	shs.tamu.edu/
845-2724	Student Learning Center (SLC)	slc.tamu.edu/
845-3211	Student Locator – Directory	www.tamu.edu/
845-3111	Student Rules – Information	student-rules.tamu.edu/
845-0544	Study Abroad	studyabroad.tamu.edu/
845-2724	Texas Success Initiative (TSI)	newaggie.tamu.edu/
862-7275	Transportation Services – Parking	transport.tamu.edu/
458-0427	Transfer Admissions	admissions.tamu.edu/
	Texas Common Course Numbering System	www.tccns.org/
845-1957	University Honors Program	honors.tamu.edu/

