



# Bachelor of Business Administration 4-year Degree Human Resource Management Major Degree Audit Form

Full Name: \_\_\_\_\_

Student ID: \_\_\_\_\_

### Required Courses: 66 credit hours

Course	C/IP	I
BUSI-1000 Intro to Business and Org Admin		
ECON-1000 Introduction to Macro-Economics		
ECON-1010 Introduction to Micro-Economics		
MATH-1000 Basic Statistical Analysis		
MATH-1020 Introduction to Calculus		
BUSI-2000 Intro Financial Accounting		
BUSI-2010 Intro Managerial Accounting		
BUSI/PSYC-2020 Organizational Behaviour		
BUSI-2030 Management & Org Theory		
BUSI/POLS-2040 Business and Labour Law		
BUSI-2050 Fundamentals of Marketing		
BUSI/COMM-2080 Bus & Org Communication		
BUSI/COMP-3050 Management Info Systems		
BUSI-3060 Operational Management		
BUSI-3100 Financial Management		
BUSI-3200 Human Resource Management		
BUSI-4000 Christianity and the Marketplace		
BUSI-4010 Strategic Management		
BUSI-4020 Business and Organizational Policy		
PHIL-2070 Business Ethics		
3 credit hours BTS from <b>Group 1*</b> : BTS-2230, 2250, 2750 or 2800		
3 credit hours BTS from <b>Group 2*</b> : BTS-3110, 3240, 3270 or 3450		
<b>Total Required Credit Hours</b>		

\* See Notes Regarding the Major Courses.

### Human Resource Management Major: 24 credit hours

Course	C/IP	I
COMM-3030 Public Relations		
PCTS-2252 Conflict and Communication		
PCTS-2431 Negotiation Theory and Practice		
PCTS-3240 Workplace Conflict		
PSYC/BUSI-3000 Organizational Leadership		
<b>Additional 9 credit hours of Restricted Electives</b>		
<b>Total Required Credit Hours</b>		

### Other Major and Degree Requirements

Academic Writing Requirement	<input type="checkbox"/>
Anabaptist Studies Requirement	<input type="checkbox"/>
Anabaptist Studies Requirement (note 1)	<input type="checkbox"/>
Residency Requirement (note 4)	<input type="checkbox"/>
Min. overall GPA of 2.0 (notes 5)	<input type="checkbox"/>

### Core Curriculum Requirements

Course	C/IP	I
<b>BTS Requirements: 18 credit hours</b>		
Either BTS-1110 OR BTS-1120 OR BTS-1130 (may NOT hold credits in more than ONE 1000-level BTS course)		
BTS-2000, 2420, BTS-2550, BTS-2720, BTS-2750, BTS-2895		
<b>BTS Electives (12 credit hours)</b>		
BTS-		
BTS-		
BTS-		
BTS-		
<b>Integrative Studies Requirement: 6 credit hours</b>		
Completed in required courses (BUSI-4000)		
Completed in required courses (PHIL-2070)		
<b>Humanities Requirement: 6 credit hours</b>		
<b>Science Requirement: 6 credit hours</b>		
Completed in the required courses.		
<b>Social Science Requirement: 6 credit hours</b>		
Completed in the required courses.		
<b>Practicum Requirement: 6 credit hours (relating to Major)</b>		
PRAC-		
PRAC-		
<b>Total Core Credit hours</b>		

\* See Notes Regarding the Major Courses.

### Electives: As required to total 120 credit hours

Course	C/IP	I
<b>Total Elective Credit Hours</b>		

**Minimum Credit Hours Required: 120**

Both the core curriculum requirements and the major requirements can be found in the CMU Academic Calendar which is available on the CMU website. If there are discrepancies between this worksheet and the CMU Academic Calendar, the latter is the authority. Bachelor of Business Administration Requirements from the 2019-20 Academic Calendar.



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## Notes:

1. **Anabaptist Studies Requirement**- either include one of BTS-2560, BTS-3770, BTS-4500 within the BTS requirement, or include one of HIST-2080, HIST-2090 within the humanities requirement.
2. **Admission Requirements**  
CMU's regular admission requirements, except that High School credits must include a credit in pre-calculus math.
3. A course may not be used to satisfy requirements for two areas of the core curriculum at the same time. A course may simultaneously fulfill a requirement for an area in the core curriculum and for a requirement in Business and Organizational Administration.
4. **Residency Requirements:** 60 credit hours within the degree, including 12 of the last 30 credit hours in the degree program. 9 credit hours of the Integrative Studies and Biblical and Theological Studies requirements. 30 credit hours of the requirements in Business and Organizational Administration.
5. **Graduation Requirements:** 120 credit hours fulfilling the program requirements as specified. A passing grade in all courses presented for graduation and a minimum grade point average of 2.0 (C) in 120 credit hours.

## Core Curriculum Notes

**Humanities**—English, History, Languages, Music, Philosophy, World Religion, but excepting courses in applied music studies, music ensembles, music skills, or theatre ensemble.

**Science**—Biology, Chemistry, Computer Science (excepting COMP-2010 Computer Implications—Social and Ethical), Mathematics, and Physics. In addition, the following may be used to meet the science requirement:

HIST-2000 History of Science

PSYC-2040 Research Analysis in Psychology

**Social Science**—Anthropology, Economics, Geography, Indigenous Studies, International Development Studies, Peace and Conflict Transformation Studies (excepting Peace Skills), Political Studies, Psychology (excepting PSYC-2040 Research Analysis in Psychology), and Sociology. In addition, the course COMM-1000 Communications and Media may be used to meet the social science requirement.

**Integrative Studies** – Integrative Studies explore the mosaic of knowledge, around a theological centre, in service of the highest of human loves, which are the love of God and the love of neighbour. Each student is required to complete six credit hours of Integrative Studies courses, including a minimum of 3 credit hours at the 3000-level or above.

## \*Notes Regarding the Required Courses

1. **Group I**—3 credit hours from the following:  
BTS-2230 Biblical Perspectives on Peace and Justice  
BTS-2250 Creation, Environment and the Bible  
BTS-2750 Introduction to Christian Ethics  
BTS-2800 Theology of Peace and Justice
2. **Group II**—3 credit hours from the following:  
BTS-3110 Prophets of Israel  
BTS-3240 New Testament Economics  
BTS-3270 The Bible and Ethics  
BTS-3450 Theologies of Power

## \*Notes Regarding the Major Courses

### Completion of one of the following four majors:

1. **Business Management**— 24 credit hours from the following:  
BUSI-3400 Entrepreneurship and Small Business Management  
BUSI-3500 International Business  
COMM-3030 Public Relations  
PSYC/BUSI-3000 Organizational Leadership  
Additional 12 credit hours of **restricted electives**\*\*

2. **Not-for-Profit Management**—24 credit hours from the following:

BUSI-3300 Not-for-Profit Management

COMM-3030 Public Relations

IDS/PCTS-2000 The Project Cycle

IDS/PCTS-4920 Program Planning in Development and Conflict Resolution

PSYC/BUSI-3000 Organizational Leadership

Additional 9 credit hours **restricted electives**\*\*

3. **Accounting** —24 credit hours from the following:

BUSI-3010 Intermediate Accounting—Assets

BUSI-3020 Intermediate Accounting—Liabilities and Equities

BUSI/MATH-3040 Quantitative Methods in Business and Organizational Administration

The following five courses (15 credit hours) to be completed as a visiting student at another university:

BUSI-3070 Taxation

BUSI-3080 Intermediate Management Accounting

BUSI-4070 Advanced Financial Accounting

BUSI-4080 Advanced Managerial Accounting

BUSI-4090 Audit and Control

4. **Human Resource Management** —24 credit hours from the following:

COMM-3030 Public Relations

PCTS-2252 Conflict and Communication

PCTS-2431 Negotiation Theory and Practice

PCTS-3240 Workplace Conflict

PSYC/BUSI-3000 Organizational Leadership

Additional 9 credit hours of **restricted electives**\*\*

## \*\*The restricted electives are as follow:

BUSI/POLS-2500 Social Entrepreneurship

BUSI-3010 Intermediate Accounting—Assets

BUSI-3020 Intermediate Accounting—Liabilities and Equities

BUSI/MATH-3040 Quantitative Methods in Business and Organizational Administration

BUSI-3300 Not-for-Profit Management

BUSI-3400 Entrepreneurship and Small Business Management

BUSI-3500 International Business

BUSI/IDS-4030 International Microfinance

BUSI/IDS-4040 Economic Development and Microfinance Study Tour

BUSI/POLS-4050 Business in the European Union

BUSI-4060 Business in Europe Study Tour

COMM-2020 Oral Communication

COMM-3020 Group Communication and Creative Process

COMM-3030 Public Relations

ECON/IDS/POLS-2420 Economics of Social Change

IDS/PCTS-2000 The Project Cycle

IDS/PCTS-4920 Program Planning in Development and Conflict Resolution

PCTS-2252 Conflict and Communication

PCTS-2431 Negotiation Theory and Practice

PCTS-3240 Workplace Conflict

PCTS-4240 Workplace Conflict Resolution Systems Design

BUSI/PSYC-3000 Organizational Leadership

Additional restricted electives available at the University of Manitoba, The University of Winnipeg, or another university:

BUSI-3070 Taxation

BUSI-3080 Intermediate Management Accounting

BUSI-4070 Advanced Financial Accounting

BUSI-4080 Advanced Managerial Accounting

BUSI-4090 Audit and Control

Both the core curriculum requirements and the major requirements can be found in the CMU Academic Calendar which is available on the CMU website. If there are discrepancies between this worksheet and the CMU Academic Calendar, the latter is the authority.

Bachelor of Business Administration Requirements from the 2019-20 Academic Calendar.