

Student: _____

ID#: _____ Advisor: _____

GENERAL EDUCATION

_____ MLO 101 Transition to College (2)
_____ STS 092 Library Tutorial (0)
_____ STS 101 Microsoft Lit (test/class) (0/1)

(#) Required course to enter major.

Social Sciences* (9 units, lower or upper division)
(POL, SSC, PSY, MCM 151 or 308, or ECO not already needed)

* _____

_____ ENG 101 English Comp 1 (3)(#)
_____ ENG 102 English Comp 2 (3)
_____ ENG 450 Research Writing (3)
(450 typically completed senior year)

_____ MTH 110 Finite Math (3)(#)

Humanities* (9 units, lower or upper division)
(HUM, LIT, HIS, PHIL, ART or foreign language)

* _____

_____ Science with Lab (4)

*Equity & Justice Studies: At least 1 of 6 above must be E & J course
ECO 301, HIS 301, 302, HUM 305, 307, 311, 330, LIT 305, MCM 308,
MGT 325, POL 351, 353, PSY 306, 313, 314, 383, SSC 313, 353, 350

GE Units Required: 36

Completed: _____

Remaining/In Progress: _____

BUSINESS CORE

_____ MGT 101 Discovering Business (3)(#)

_____ ACC 201 Prin of Financial Acct (3)(#)
_____ ACC 202 Prin of Managerial Acct (3)

_____ MTH 251 Statistics (3)

_____ MKT 216 Prin of Marketing (3)

_____ ECO 200 Macroeconomics (3)
_____ ECO 201 Microeconomics (3)

_____ FIN 220 Principles of Finance (3)

_____ MGT 217 Organ. Behavior (3)

_____ MGT 206 Business Law (3)

_____ MGT 213 Supply Chain Op. (3)

_____ MGT 227 Business Ethics (3)

_____ MCM 257 Public Speaking (3)

_____ MGT 400/401 Senior Capstone (3)

Business Core Units Required: 42

Completed: _____

Remaining/In Progress: _____

ACCOUNTING MAJOR

_____ ACC 311 Accounting Info Sys (3)
_____ ACC 301 Intern. Financ. Acctg I (3)
_____ ACC 302 Intern. Financ. Acct II (3)
_____ ACC 321 Tax Acct: Individual (3)
_____ MGT 300 Exploring Menlo Pathways (1)
*Taken Sophomore Year
_____ MGT 301 Internship Preparation (1)
*Taken Junior Year
_____ MGT 499 Internship (4)
*Taken Summer Junior Year

Choose 4 from these Accounting Electives

_____ ACC 300 Accounting Ethics (3) _____ FIN 330 Investments (3)
_____ ACC 322 Tax Acct: Business (3) _____ FIN 335 Financial Modeling (3)
_____ ACC 410 Advanced Accounting (3) _____ FIN 336 Money & Capital Mkts (3)
_____ ACC 412 Cost Accounting (3) _____ BSA 315 Intro to Bus Analytics (3)
_____ ACC 420 Auditing (3) _____ BSA 316 Coding for Analytics (3)
_____ FIN 321 Advanced Corp Fin (3) _____ BSA 319 Data Vis & Bus Ins (3)

Major Units Required: 30

Completed: _____

Remaining/In Progress: _____

ELECTIVES

Electives are courses you take based on your interest that are not required elsewhere in your degree requirements. Consider adding a minor to meet electives.

_____ () _____ () _____ ()
_____ () _____ () _____ ()
_____ () _____ () _____ ()

Elective Units Required: 12 Transfer/waiver adjustments, if applicable: (+ _____) (- _____) (New total: _____)

Completed: _____

Remaining/In Progress: _____

GRADUATION PROGRESS:
(120 UNITS REQUIRED)

Total Completed: _____ **Remaining/In Progress:** _____

Upper-Division Units Required: 42 **Completed:** _____ **Remaining/In Progress:** _____

SEE ADDITIONAL INFORMATION AND NOTES ON BACK →

Key Definitions, Terms, Notes, and General Information

Academic Catalog – Available online, this document details Menlo College’s curriculum, all policies, processes, and other requirements

Credits/Hours/Units – The unit measuring educational ‘credit’, usually based on the number of class hours per week through a semester. This is the number in parentheses to the right of the course title on the front page.

Degree Requirements –

- Students must complete & pass 120 units; 42 of these units must be upper division
- Cumulative GPA overall for all courses, **and** GPA for **all** major & core courses **MUST** equal 2.0 or greater
- Designated courses may require C- to pass, ex: MTH101, 110, ENG 101, 102, etc. See course descriptions for details.
- 30 units in major & core must be completed **at** Menlo; at least 24 of these units must be upper division.
- Students must be enrolled in at least one of the last two semesters before graduation **at** Menlo.

Double Majors – two majors within the same degree (ex: BS in Business with majors in Accounting & Finance); usually 145 units total.

Electives – Almost any course taken that is NOT already required as a part of GE, Core, or Major requirements. See an advisor for exceptions

General Education – These required courses are designed to introduce students to a variety of subjects & disciplines, and to assure Menlo graduates possess strong writing, quantitative, & analytical skills.

Internship (Business) – Typically completed in the summer before senior year. Please contact the Internship office to discuss options & ask questions

Lower-Division – Courses numbered lower than 300 (ex: ENG 101)

Upper-Division – Courses numbered 300 or higher (ex: PSY 411)

No “double-dipping” – Courses may only count as one requirement. Example: ECO 201 is required for Business degrees, so it will not *also* count as a Social Science requirement for business majors.

Subjects – ACC (Accounting), BSA (Business Analytics), ECO (Economics), ENG (English), ENT (Entrepreneurship), FIN (Finance), HIS (History), HRM (Human Resources Management), HUM (Humanities), INB (International Management), LIT (Literature), MTH (Math), MCM (Mass Communication), MGT (Management), MKT (Marketing), POL (Political Science), PSY (Psychology), RLS (Real Estate), SMG (Sports Management), SSC (Social Sciences), STS (Study Skills)

Transfer courses – Maximum 70 lower-division credits and 24 upper-division may be transferred in for credit. Community college classes will only count as lower-division. Upper-division are typically taken at a 4-year institution. Transfer courses do not affect your Menlo GPA.

PREREQUISITE COURSES

GENERAL EDUCATION

ENG 101 – (Place. test or ENG 100 “C-“ or higher)
ENG 102 – (ENG 101 “C-“ or higher)
ENG 450 – (ENG 102 “C-“ or higher, 2nd sem jr)
MTH 110 – (Place. test or MTH 100/101)
Equity & Justice – one the 6 Social Science & Humanities courses must be E&J.

ACCOUNTING MAJOR

ACC 301 – (ACC 202)
ACC 302 – (ACC 301)
ACC 311 – (ACC 202)
ACC 321 – (ACC 202)
ACC/INT 499 – (Internship office approval)

Elective Options:

Please see MyMenlo or Catalog for individual course prerequisites

BUSINESS CORE

ACC 201 – (ENG 101 “C-“ or higher, MGT 101, & MTH 110 concurrent enrollment or “C-“ or higher)
ACC 202 – (ACC 201 “C-“ or higher & MTH 110 “C-“ or higher)
ECO 200 – (Both MTH 110 & ENG 102 concurrent enrollment or “C-“ or higher)
ECO 201 – (MTH 110 “C-“ or higher or concurrent enrollment)
FIN 220 – (ACC 201 “C-“ or higher, ECO 200, MTH 110 “C-“ or higher & MTH 251 “C-“ or higher)
MCM 257 – (No prerequisites)
MGT 206 – (MGT 101, ENG 101 “C-“ or higher)
MGT 213 – (MGT 101, ECO 201)
MGT 217 – (MGT 101, ENG 102 “C-“ or higher)
MGT 227 – (ENG 100/101 “C-“ or higher, MGT 101)
MGT 400/401 – (FIN 220, MGT 213, MGT 217, MKT 216, senior)
MKT 216 – (MGT 101, ENG 102 “C-“ or higher)
MTH 251 – (MTH 110 “C-“ or higher)

ADDITIONAL COURSES

Information regarding prerequisites for all other courses are online in MyMenlo and the Academic Catalog.