

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

ID#: \_\_\_\_\_ Advisor: \_\_\_\_\_

**GENERAL EDUCATION**

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

\_\_\_\_ 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)  
\_\_\_\_ Science with Lab (4)

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

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

\*Equity & Justice Studies: 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)

\_\_\_\_ ECO 200 Macroeconomics (3)  
\_\_\_\_ ECO 201 Microeconomics (3)

\_\_\_\_ MGT 206 Business Law (3)

\_\_\_\_ MTH 251 Statistics (3)

\_\_\_\_ FIN 220 Principles of Finance (3)

\_\_\_\_ MGT 213 Supply Chain Op. (3)

\_\_\_\_ MCM 257 Public Speaking (3)

\_\_\_\_ MKT 216 Prin of Marketing (3)

\_\_\_\_ MGT 217 Organ. Behavior (3)

\_\_\_\_ MGT 227 Business Ethics (3)

\_\_\_\_ MGT 400/401 Senior Capstone (3)

**Business Core Units Required: 42**

**Completed:** \_\_\_\_\_

**Remaining/In Progress:** \_\_\_\_\_

**BUSINESS ANALYTICS MAJOR**

\_\_\_\_ BSA 315 Intro to Bus Analytics (3)  
\_\_\_\_ BSA 316 Coding for Analytics (3)  
\_\_\_\_ BSA 319 Data Vis. & Bus. Insight (3)  
\_\_\_\_ BSA 320 Art of Think Data Scien. (3)

\_\_\_\_ INT 499 Internship (6)

Choose 4 courses from list to the right:

\_\_\_\_ (3)  
\_\_\_\_ (3)  
\_\_\_\_ (3)  
\_\_\_\_ (3)

\_\_\_\_ BSA 401 Digital Transformation  
\_\_\_\_ BSA 402 Intro to Artificial Intellig  
\_\_\_\_ BSA 410 Silicon Valley Immersion  
\_\_\_\_ BSA 411 Academic Global Immers.  
\_\_\_\_ BSA 420 Technoethics & Respon.  
\_\_\_\_ BSA S Special Topics  
\_\_\_\_ ENI 403 Design Thinking  
\_\_\_\_ MGT 309 Role of Blockchain  
\_\_\_\_ MKT 335 Market Research

**Major Units Required: 30**

**Completed:** \_\_\_\_\_

**Remaining/In Progress:** \_\_\_\_\_

**ELECTIVES**

\_\_\_\_ ( )      \_\_\_\_ ( )      \_\_\_\_ ( )  
\_\_\_\_ ( )      \_\_\_\_ ( )      \_\_\_\_ ( )  
\_\_\_\_ ( )      \_\_\_\_ ( )      \_\_\_\_ ( )

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

**Completed:** \_\_\_\_\_

**Remaining/In Progress:** \_\_\_\_\_

**GRADUATION PROGRESS:**  
**(120 UNITS REQUIRED)**

**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, 102, ENG101, 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
- Last two semesters before graduation, a student *must* be enrolled **at** Menlo

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

Foreign Language 102 – **NOT** an upper division course; will **NOT** meet any upper division requirement

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)

MCM 300 (History of Film) – May count as UD Humanities/History course, or UD MCM course

No “double-dipping” – Courses may only count as one requirement. Example: MCM 333 is required for Business degrees, so it will not *also* count as the upper-division Social Science requirement

Subjects – ACC (Accounting), ECO (Economics), ENG (English), FIN (Finance), HIS (History), HRM (Human Resources Management), HUM (Humanities), IMG (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, 2<sup>nd</sup> sem jr)  
MTH 110 – (Place. test or MTH 100/101)  
Equity & Justice – one the 6 Social Science & Humanities courses must be E&J.

### BUSINESS ANALYTICS OPTION

BSA 315 – (ECO 200, MTH 251 “C-“ or higher)  
BSA 316 – (BSA 315)  
BSA 319 – (BSA 315, ENG 102 “C-“ or higher, MGT 101)  
BSA 320 – (BSA 315, BSA 316)  
BSA 401 – (BSA 315, ENG 102 “C-“ or higher, ENI 301, MGT 101)  
BSA 402 – (BSA 315, BSA 316)  
BSA 410 – (BSA 315, soph or jr, standing)  
BSA 411 – (ENG 100/101 “C-“ or higher, MTH 110 or 251 “C-“ or higher, MGT 101)  
BSA 420 – (BSA 315) ENI 403 – (MGT 101)  
MGT 309 – (ENG 102 “C-“ or higher, MGT 101)  
MKT 335 – (MTH 251 “C-“ or higher, MKT 216)

### 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.