



BUSINESS
ADMINISTRATION

Student Name: _____ Student No.: _____
Advisor: _____ Date: _____

Diploma in Business Administration Program Worksheet

Has successfully completed 30 credit hours from Certificate in Business Administration

Core Courses			
Course	Grade	Course	Grade
ECON 1010 <i>Introduction to Microeconomics</i>		BUSI 2012 <i>Business Professionalism</i>	
ECON 1020 <i>Introduction to Macroeconomics</i>		BUSI 2112 <i>Introductory Management/Accounting</i>	
STAT 2500 <i>Statistics for Business and Arts Students</i>		BUSI 2720 <i>Business Computer Applications</i>	
MATH 1000 <i>Calculus I</i>		Non-Business Elective <i>3 credit hours</i>	

Elective Table A (Choose one):			
Course	Grade	Course	Grade
BUSI 3325 <i>Human Resource Management</i>		BUSI 3335 <i>Labour Relations</i>	

Elective Table B:			
Course	Grade	Course	Grade
BUSI 3310 <i>Organizational Behavior</i>		BUSI 3550 <i>Financial Management I</i>	
BUSI 3325 <i>Human Resource Management</i>		BUSI 3700 <i>Information Systems</i>	
BUSI 3335 <i>Labour Relations</i>		BUSI 4306 <i>International Business</i>	
BUSI 3401 <i>Operations Management</i>		BUSI 4720 <i>Business Analytics</i>	

Advisor's Notes

Advisor's signature:

*Non-business electives can be a three credit hour course chosen from any discipline except Business. Students must achieve a GPA of at least 2.5 and an overall average of at least 60% in the courses which comprise the 60 credit hours specified for the Diploma in Business Administration, as per the calendar. Course pre-requisites, as indicated in the calendar, shall apply to all courses in the Diploma program (not indicated above). Students planning to pursue the Bachelor of Commerce are encouraged to note course prerequisites and plan their courses accordingly.

*It is the student's responsibility to ensure that they are registered for the appropriate courses and are aware of residence and graduation requirements. The University Calendar is the final authority on university regulations. Access to Information and Promotion of Privacy – The information on this form is collected under the authority of the Memorial University Act (RSNL 1990 Chapter M-7) and is needed for and will be used to update your student record. If you have any questions about the collection and use of this information contact the Academic Programs Office, Faculty of Business Administration.