



**2006 – 07 PETITION/PROGRAM SHEET**  
**Degree: Bachelor of Business Administration**  
**Major: Travel, Tourism, and Commercial Recreation Management**  
[www.mesastate.edu/schools/sbps/busadm/travel.htm](http://www.mesastate.edu/schools/sbps/busadm/travel.htm)

**About This Major . . .**

The Bachelor of Business Administration (BBA) is designed to prepare students for the challenges of today’s organizations, as well as, the business world of tomorrow. The program provides students with the knowledge, skills and abilities to compete in both the local and global business environments. Additionally, the program allows for an emphasis in a specialized area such as management, marketing, finance, economics or travel and tourism.

The BBA degree can be applied in various fields such as medicine, the arts, sports, and education. In addition to positions in corporate America, nonprofit organizations like hospitals, school systems, and theaters also require people with business training and skills. Graduates of BBA programs hold positions in organizations from entry level manger to chief executive officer. Mesa State's BBA graduates are entrepreneurs, small business owners, bank vice-presidents, product managers in advertising firms, and project and operations managers in manufacturing organizations.

The BBA is a very versatile, flexible and valuable degree. Many of Mesa State’s BBA graduates have gone on to earn advanced degrees in business such as the Master of Business Administration – one of the most sought after degrees by employers in today’s job market.

**POLICIES:**

1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the MSC Catalog for a complete list of graduation requirements.
2. You must turn in your “Intent to Graduate” form to the Registrar’s Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December.**
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. Your advisor will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar’s Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your “Intent to Graduate” does not automatically move to a later graduation date.
7. NOTE: The semester before graduation, you will be required to take a Major Field Achievement Test (exit exam).

**NAME:** \_\_\_\_\_ **STUDENT ID #** \_\_\_\_\_

**LOCAL ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

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

I, (Signature) \_\_\_\_\_, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

\_\_\_\_\_  
Signature of Advisor \_\_\_\_\_ 20\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Department Head \_\_\_\_\_ 20\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Registrar \_\_\_\_\_ 20\_\_\_\_\_  
Date

Must earn 120 semester hours and meet the academic residency requirements to earn a baccalaureate degree at Mesa State College.

- Must earn a minimum of 40 semester hours in upper division courses (i.e., 300-level and 400-level courses).
- A cumulative grade point average of 2.0 or higher must be maintained for all courses taken and for all courses in the major.
- When filling out this program sheet a course can only be used once, i.e., no double counting is allowed between categories.
- Excess KINA/HPWE courses beyond the two required and pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- It is recommended that students work closely with a faculty advisor when selecting courses and scheduling classes prior to registration.

**General Education Requirements** (Minimum of 33 semester hours) See the M.S.C. catalog for the list of courses that meet the general education categories.

Course	No.	Credit	Grade	Term	Year	Trns/Subs	Course	No.	Credit	Grade	Term	Year	Trns/Subs
<b>English:</b> ENGL 111 and 112 (6 semester hours, must receive a "C" or higher, must be completed by the time the student has 60 semester hours)							<b>Humanities or Social/Behavioral Science:</b> (3 semester hours)						
*ENGL	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
*ENGL	_____	_____	_____	_____	_____	_____	<b>Fine Arts:</b> (3 semester hours)						
*ENGL 129, Honors English, may be substituted for ENGL 111 and ENGL 112. Must earn a grade of "C" or better. May need to take additional electives.							_____						
<b>Humanities:</b> (6 semester hours)							<b>Natural Sciences:</b> (minimum 6 semester hours, at least one course must include a lab)						
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<b>Social and Behavioral Sciences:</b> (6 semester hours)							<b>Applied Studies:</b> (3 semester hours)						
ECON	<u>201</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
ECON	<u>202</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

**Other Requirements** (10 semester hours)

<b>Kinesiology:</b> (3 Semester Hours)							<b>Bachelor of Business Administration Degree Distinction:</b> (7 semester hours) Must earn a "C" or better in both courses.						
Course	No.	Credit	Grade	Term	Year	Trns/Subs	Course	No.	Credit	Grade	Term	Year	Trns/Subs
KINE/HPWA	<u>100</u>	<u>1</u>	_____	_____	_____	_____	MATH*	<u>113</u>	<u>4</u>	_____	_____	_____	_____
KINA/HPWE	_____	<u>1</u>	_____	_____	_____	_____	STAT	<u>200</u>	<u>3</u>	_____	_____	_____	_____
KINA/HPWE	_____	<u>1</u>	_____	_____	_____	_____	*Math 113 or higher level math as approved by advisor						
See the M.S.C. catalog for the list of approved KINA/HPWE/Selected DANC courses.													

**Major Requirements** (62-65 Semester Hours)

<b>Business Core</b> (29 semester hours)													
Course	No.	Credit	Grade	Term	Year	Trns/Subs	Course	No.	Credit	Grade	Term	Year	Trns/Subs
ACCT	<u>201</u>	<u>3</u>	_____	_____	_____	_____	CISB	<u>101</u>	<u>3</u>	_____	_____	_____	_____
ACCT	<u>202</u>	<u>3</u>	_____	_____	_____	_____	FINA	<u>301</u>	<u>3</u>	_____	_____	_____	_____
BUGB	<u>105</u>	<u>2</u>	_____	_____	_____	_____	MANG	<u>201</u>	<u>3</u>	_____	_____	_____	_____
BUGB	<u>211</u>	<u>3</u>	_____	_____	_____	_____	MANG	<u>491</u>	<u>3</u>	_____	_____	_____	_____
BUGB	<u>349</u>	<u>3</u>	_____	_____	_____	_____	MARK	<u>231</u>	<u>3</u>	_____	_____	_____	_____
<b>Required Concentration Courses</b> (33-36 Semester Hours)													
Course	No.	Credit	Grade	Term	Year	Trns/Subs	Course	No.	Credit	Grade	Term	Year	Trns/Subs
MANG	<u>371</u>	<u>3</u>	_____	_____	_____	_____	TRAV	<u>350</u>	<u>3</u>	_____	_____	_____	_____
TRAV	<u>101</u>	<u>3</u>	_____	_____	_____	_____	TRAV	<u>351</u>	<u>3</u>	_____	_____	_____	_____
TRAV	<u>102</u>	<u>3</u>	_____	_____	_____	_____	TRAV	<u>352</u>	<u>3</u>	_____	_____	_____	_____
<b>or</b>							<b>or</b>						
MANG	<u>221</u>	<u>3</u>	_____	_____	_____	_____	MANG	<u>450</u>	<u>3</u>	_____	_____	_____	_____
TRAV	<u>310</u>	<u>3</u>	_____	_____	_____	_____	MANG	<u>499</u>	<u>3-6</u>	_____	_____	_____	_____
<b>or</b>							Upper Division Business/Travel & Rec. Electives (9 semester hours)						
MARK	<u>332</u>	<u>3</u>	_____	_____	_____	_____	_____	_____	<u>3</u>	_____	_____	_____	_____
							_____	_____	<u>3</u>	_____	_____	_____	_____
							_____	_____	<u>3</u>	_____	_____	_____	_____

**Electives** (All college level **non-business** courses appearing on your final transcript, **not listed above** that will bring your total semester hours to 120 hours. Excludes KINA/HPWE activity courses.) (12 to 15 semester hours; 3 hours of upper division may be needed.)

<u>Course</u>	<u>No.</u>	<u>Credit</u>	<u>Grade</u>	<u>Term</u>	<u>Year</u>	<u>Trns/Subs</u>	<u>Course</u>	<u>No.</u>	<u>Credit</u>	<u>Grade</u>	<u>Term</u>	<u>Year</u>	<u>Trns/Subs</u>
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

### GRADUATION INFORMATION

See the “Undergraduate Graduation Requirements” in the Mesa State College catalog for additional graduation information.

**GENERAL EDUCATION REQUIREMENTS** (Minimum of 33 Semester Hours) See current Mesa State College catalog for list of courses that fulfill the requirements below. If one (or more) of the selections below is required in your major, you must use it to fulfill the major requirement and make a different selection to meet the general education requirement. **The courses may not be used to fulfill both requirements.**

**English – 6 Semester Hours** (Must be **completed** before student has 60 semester hours. Must receive grade of “C” or above.)

ENGL 111 and ENGL 112 **or** ENGL 129 (*by permission*)

**Humanities – 6 semester hours**

**Social and Behavioral Sciences – 6 semester hours** (ECON 201 and 202 required)

**Humanities or Social/Behavioral Sciences – 3 semester hours**

**Fine Arts – 3 semester hours**

**Natural Sciences – 6 semester hours** (At least one course must include a lab.)

**Applied Studies – 3 semester hours**

### OTHER REQUIREMENTS (10 Semester Hours)

**Kinesiology – 3 Semester Hours**

Each student must take KINE/HPWA 100 together with two KINA/HPWE/Selected DANC courses. See current catalog for listing.

**Degree Distinction – 7 Semester Hours**

MATH 113 College Algebra (Or a higher level math as approved as approved by advisor) – 4 semester hours

STAT 200 Probability and Statistics - 3 semester hours

## **Travel, Tourism, and Commercial Recreation Management (62-65 Semester Hours)**

### **Business Core (29 Semester Hours)**

ACCT 201 Principles of Financial Accounting  
ACCT 202 Principles of Managerial Accounting  
BUGB 105 Freshman Business Seminar  
BUGB 211 Business Communications  
BUGB 349 Legal Environment of Business  
CISB 101 Business Information Technology  
FINA 301 Managerial Finance  
MANG 201 Principles of Management  
MANG 491 Business Strategy  
MARK 231 Principles of Marketing

### **Travel, Tourism, and Commercial Recreation Management Concentration (33-36 semester hours)**

MANG 371 Human Resource Management  
TRAV 101 Travel Industry I  
TRAV 102 Travel Industry II **or** MANG 221 Supervisory Concepts  
TRAV 310 Travel & Tourism Marketing Techniques **or** MARK 332 Promotion  
TRAV 350 Private & Commercial Recreation Systems  
TRAV 351 Community Tourism Systems  
TRAV 352 Public Recreation Systems **or** MANG 450 Entrepreneurship  
MANG 499 Internship  
Upper Division Business/Travel & Rec. Electives (9 semester hours)

**Special requirements:** To be admitted to the Business Travel/Tourism concentration, certain prerequisites must be satisfied. Please see the Business department head for complete requirements and application form. **Requests for more than 6 hours of cooperate education internship must be approved by the advisor.** All degree requirements must be completed as described above. Any exceptions or substitutions must be recommended in advance by the faculty advisor and approved by the Department Head. Students are required to participate in exit examinations or other programs deemed necessary to comply with the college accountability requirement.

**General Electives: 12 to 15 Semester Hours;** 3 hours of upper division may be needed. Must be **non-business.**

## SUGGESTED COURSE SEQUENCING FOR A MAJOR IN TRAVEL, TOURISM, AND COMMERCIAL RECREATION MANAGEMENT

This is a recommended sequence of course work. Certain courses may have prerequisites or are only offered during the Fall or Spring semesters. It is the student's responsibility to meet with their advisor and check the 2 year course matrix on the Mesa State website for course availability.

### FRESHMAN YEAR

Fall Semester	Hours	Spring Semester	Hours
BUGB 105 Freshman Business Seminar	2	ENGL 112 English Composition	3
CISB 101 Business Information Technology	3	STAT 200 Probability and Statistics	3
ENGL 111 English Composition	3	General Education Humanities	3
MATH 113 College Algebra	4	General Education Natural Science with Lab	3-4
General Education Fine Arts	3	KINE/HPWA 100 Health and Wellness	1
KINA/HPWE Activity	<u>1</u>	KINA/HPWE Activity	<u>1</u>
	16		14-15

### SOPHOMORE YEAR

Fall Semester	Hours	Spring Semester	Hours
ACCT 201 Principles of Financial Accounting	3	ACCT 202 Principles of Managerial Accounting	3
BUGB 211 Business Communications	3	ECON 202 Principles of Microeconomics	3
ECON 201 Principles of Macroeconomics	3	MANG 201 Principles of Management	3
MARK 231 Principles of Marketing	3	TRAV 102 Travel Industry II <b>or</b>	
TRAV 101 Travel Industry I	<u>3</u>	MANG 221 Supervisory Concepts	3
	15	General Education Humanities	<u>3</u>
			15

### JUNIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
BUGB 349 Legal Environment of Business	3	MANG 371 Human Resource Management	3
FINA 301 Managerial Finance	3	TRAV 310 Travel & Tourism Marketing Tech. <b>or</b>	
General Education Humanities or Social/Behavioral Science	3	MARK 332 Promotion	3
General Education Science	3	General Education Science	3
General Education Applied Studies	<u>3</u>	Elective – Upper Division Business/Travel	3
	15	Electives – Non-Business	<u>3</u>
			15

### SENIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
TRAV 350 Private & Commercial Recreation Systems	3	MANG 491 Business Strategy	3
TRAV 352 Public Recreation Systems <b>or</b>		TRAV 351 Community Tourism Systems	3
MANG 450 Entrepreneurship	3	Electives – Upper Division Business/Travel	6
MANG 499 Internship	6	Elective – Upper Division Non-Business	<u>3</u>
Elective – Non-Business	2-3		15
	14-15		