



**2007-2008 PETITION/PROGRAM SHEET**  
**Degree: Bachelor of Business Administration**  
**Concentration: Energy Management**  
[www.mesastate.edu/schools/sbps](http://www.mesastate.edu/schools/sbps)

**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, entrepreneurship, energy management 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 succeed in the business world as well as 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 your MSC Catalog for a complete list of graduation requirements.
2. You must go to the Registrar’s Office and fill out the “Intent to Graduate” form **at the beginning of the semester prior to graduating.**
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to graduating, no later than September 15 for Spring graduates, February 15 for Fall graduates.**
4. Your advisor will sign and forward the Program Sheet, Intent to Graduate Form, 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 Date \_\_\_\_\_ 20\_\_\_\_

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

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

**Students should work closely with a faculty advisor when selecting and scheduling courses prior to registration.**

**Degree Requirements:**

- Must earn 120 semester hours total and meet the academic residency requirements to earn a baccalaureate degree at Mesa State College.
- 40 upper division credits (i.e., 300-level and 400-level courses).
- 2.00 cumulative GPA or higher in all MSC coursework
- 2.00 cumulative GPA or higher in coursework toward the major content area
- Excess KINA courses beyond the two required and pre-collegiate courses (usually numbered below 100) cannot be used for graduation.
- Program sheets are for advising purposes only. Because a program may have requirements specific to the degree, check with your advisor for additional guidelines, including prerequisites, grade point averages, grades, exit examinations, and other expectations. It is the student's responsibility to be aware of, and follow, all guidelines for the degree being pursued. Any exceptions or substitutions must be approved by the faculty advisor and/or Department Head. Courses related to teacher licensure must also be approved by the Teacher Education Dept.
- When filling out the program sheet a course can be used only once.
- See the "Undergraduate Graduation Requirements" in the Mesa State College catalog for additional graduation information.

**GENERAL EDUCATION REQUIREMENTS** (31 Semester Hours)

See the current Mesa State College catalog for a list of courses that fulfill the requirements below. If a course is on the general education list of options and a requirement for your major, you must use it to fulfill the major requirement and make a different selection within the general education requirement.

Course No	Title	Sem.hrs	Grade	Term/Trns
<b>English</b> (6 semester hours, must receive a grade of "C" or better and must be completed by the time the student has 60 semester hours.)				
ENGL 111	English Composition	3	_____	_____
ENGL 112	English Composition	3	_____	_____
(ENGL 129, Honors English, may be substituted for ENGL 111 & ENGL 112.)				

**Math:** MATH 113 or higher (3 semester hours, must receive a grade of "C" or better, must be completed by the time the student has 60 semester hours.)

MATH 113	College Algebra	4*	_____	_____
*3 credits apply to the General Ed requirements and 1 credits apply to elective credit				

**Humanities** (3 semester hours)

<b>Social and Behavioral Sciences</b> (6 semester hours)				
ECON 201	Principles of Macroeconomics	3	_____	_____
ECON 202	Principles of Microeconomics	3	_____	_____

**Natural Sciences** (7 semester hours, one course must include a lab)

GEOL 111	Principles of Physical Geology	3	_____	_____
GEOL 111L	Principles of Physical Geology Lab	1	_____	_____
CHEM 121	Principles of Chemistry	4	_____	_____
CHEM 121L	Principles of Chemistry Lab	1	_____	_____

**History** (3 semester hours)

HIST _____	_____	3	_____	_____
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**Fine Arts** (3 semester hours)

_____	_____	3	_____	_____
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Course No	Title	Sem.hrs	Grade	Term/Trns
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**OTHER LOWER DIVISION REQUIREMENTS**

**Kinesiology** (3 semester hours)

KINE 100	Health and Wellness	1	_____	_____
KINA 1 _____	_____	1	_____	_____
KINA 1 _____	_____	1	_____	_____

**Applied Studies** (3 semester hours)

SPCH 101	Interpersonal Communications	3	_____	_____
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**BACHELOR OF BUSINESS ADMINISTRATION DEGREE**

**DISTINCTION REQUIREMENTS** (6 semester hours) Must receive a grade of "C" or better.

STAT 200	Probability and Statistics	3	_____	_____
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**Humanities or Social/Behavioral Sciences:** (3 semester hours)

_____	_____	3	_____	_____
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**MAJOR REQUIREMENTS** (59 semester hours)

**Business Core** (29 semester hours)

ACCT 201	Principles of Financial Accounting	3	_____	_____
ACCT 202	Principles of Managerial Accounting	3	_____	_____
BUGB 105	Freshman Business Seminar	2	_____	_____
BUGB 211	Business Communications	3	_____	_____
BUGB 349	Legal Environment of Business	3	_____	_____
CISB 101	Business Info Technology	3	_____	_____
FINA 301	Managerial Finance	3	_____	_____
MANG 201	Principles of Management	3	_____	_____
MANG 491	Business Strategy	3	_____	_____
MARK 231	Principles of Marketing	3	_____	_____

**Required Concentration Courses** (30 Semester Hours)

MANG 410	Effective Workplace Communication	3	_____	_____
ENVS 410	Environmental Regulatory Compliance	3	_____	_____
GEOL 359	Survey of Energy-Related Natural Resources	3	_____	_____
MANG 341	Quantitative Decision Making	3	_____	_____
OR CISB 341	_____	3	_____	_____
EMGT 340	Energy Industry Fundamentals	3	_____	_____
EMGT 350	Energy Development	3	_____	_____
EMGT 440	Energy Production and Markets	3	_____	_____
EMGT 450	Energy Land Practices	3	_____	_____

Two courses (6 semester hours minimum) selected from **GEOL 361, GEOL 332 and 332L, FINA 420, CISB 305, MARK 332, BUGB 401**

_____	_____	3	_____	_____
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**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 activity courses.) (18 semester hours; 3 hours must be upper division.)

MATH 119	Precalculus Mathematics	5	_____	_____
MATH 121	Calculus for Business	3	_____	_____
*MATH 113	College Algebra	1	_____	_____

_____	_____	3	_____	_____
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_____	_____	3	_____	_____
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## SUGGESTED COURSE SEQUENCING FOR A CONCENTRATION IN ENERGY MANAGEMENT

### FRESHMAN YEAR

Fall Semester	Hours	Spring Semester	Hours
BUGB 105    Freshman Business Seminar	2	ENGL 112    English Composition	3
ENGL 111    English Composition	3	MATH 119    Precalculus Mathematics	3
MATH 113    College Algebra	4	CISB 101    Business Information Technology	3
General Education Fine Arts	3	General Education Natural Science with Lab	3-4
General Education History	3	KINE 100    Health and Wellness	1
KINA Activity	<u>1</u>	KINA 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
ECON 201    Principles of Macroeconomics	3	ECON 202    Principles of Microeconomics	3
MARK 231    Principles of Marketing	3	MANG 201    Principles of Management	3
BUGB 211    Business Communications	3	General Education Applied Studies	3
MATH 121    Calculus for Business	<u>5</u>	Stat 200    Probability and Statistics	<u>3</u>
	17		15

### JUNIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
GEOL359    Survey of Energy Related Nat Resources	3	EMGT 350    Energy Development	3
EMGT 340    Energy Industry Fundamentals	3	General Education Humanities or Social/Behavioral Science	3
BUGB 349    Legal Environment of Business	3	FINA 301    Managerial Finance	3
MANG 341/CISB 341    Quantitative Decision Making	3	General Education Science with Lab	3
General Education Humanities	<u>3</u>	Elective – non-Business	<u>3</u>
	15		15

### SENIOR YEAR

Fall Semester	Hours	Spring Semester	Hours
EMGT 440    Energy Production and Markets	3	MANG 491    Business Strategy	3
ENVS 410    Energy Regulatory Compliance	3	EMGT 450    Energy Land Practices	3
Elective non-Business upper division	3	Upper Division Courses from Approved List	3
Elective – non-Business (2 courses)	<u>5-6</u>	Upper Division Course from Approved List	3
	15	MANG 410    Effective Workplace Communication	<u>3</u>
		14-15	