



**2008-2009 PETITION/PROGRAM SHEET**  
**Degree: Bachelor of Business Administration**  
**Major: Business Administration**  
**Concentration: Landman/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, landman/energy management, human resources 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 manager 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

\_\_\_\_\_  
Signature of Department Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Registrar

\_\_\_\_\_  
Date

**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
- 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
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**English** (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			
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ENGL 112	English Composition	3			
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(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*			
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\*3 credits apply to the General Ed requirements and 1 credit apply to elective credit

**Humanities** (3 semester hours)

**Social and Behavioral Sciences** (6 semester hours)

ECON 201	Principles of Macroeconomics	3			
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ECON 202	Principles of Microeconomics	3			
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**Natural Sciences** (7 semester hours, one course must include a lab)

GEOL 111	Principles of Physical Geology	3			
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GEOL 111L	Principles of Physical Geology Lab	1			
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CHEM 121	Principles of Chemistry	4*			
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CHEM 121L	Principles of Chemistry Lab	1			
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\*2 credits apply to the General Ed requirements and 2 credits apply to elective credit

**History** (3 semester hours)

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

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Course	No	Title	Sem.hrs	Grade	Term/Trns
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**OTHER LOWER DIVISION REQUIREMENTS** (6 semester hours)

**Kinesiology** (3 semester hours)

KINE 100	Health and Wellness	1			
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KINA 1		1			
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KINA 1		1			
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**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)

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**MAJOR REQUIREMENTS** (59 semester hours)

**Business Core** (29 semester hours)

ACCT 201	Principles of Financial Accounting	3			
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ACCT 202	Principles of Managerial Accounting	3			
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BUGB 105	Freshman Business Seminar	2			
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BUGB 211	Business Communications	3			
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BUGB 349	Legal Environment of Business	3			
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CISB 101	Business Info Technology	3			
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FINA 301	Managerial Finance	3			
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MANG 201	Principles of Management	3			
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MANG 491	Business Strategy	3			
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MARK 231	Principles of Marketing	3			
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**Required Concentration Courses** (30 Semester Hours)

MANG 410	Effective Workplace Communication	3			
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ENVS 410	Environmental Regulatory Compliance	3			
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GEOL 359	Survey of Energy-Related Natural Resources	3			
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MANG 341	Quantitative Decision Making	3			
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OR CISB 341					
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EMGT 340	Energy Industry Fundamentals	3			
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EMGT 350	Energy Development	3			
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EMGT 440	Energy Production and Markets	3			
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EMGT 450	Energy Land Practices	3			
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Two courses (6 semester hours minimum) selected from **GEOL 361, GEOL 332 and 332L, FINA 420, CISB 305, MARK 332, BUGB 401**

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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.) (18 semester hours; 3 hours must be upper division.)

MATH 119	Precalculus Mathematics	5			
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MATH 121	Calculus for Business	3			
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*MATH 113	College Algebra	1			
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*CHEM 121	Principles of Chemistry	2			
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## SUGGESTED COURSE SEQUENCING FOR A CONCENTRATION IN LANDMAN/ENERGY MANAGEMENT

### FRESHMAN YEAR

<b>Fall Semester</b>		<b>Hours</b>	<b>Spring Semester</b>		<b>Hours</b>
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	GEOL 111+111L	Principles of Physical Geology + Lab	4
General Education History		<u>3</u>	KINE 100	Health and Wellness	1
		15	KINA Activity		<u>1</u>
					15

### SOPHOMORE YEAR

<b>Fall Semester</b>		<b>Hours</b>	<b>Spring Semester</b>		<b>Hours</b>
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	SPCH 101	Interpersonal Communications	3
MATH 121	Calculus for Business	<u>5</u>	Stat 200	Probability and Statistics	<u>3</u>
		17			15

### JUNIOR YEAR

<b>Fall Semester</b>		<b>Hours</b>	<b>Spring Semester</b>		<b>Hours</b>
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	CHEM 121+121L	Principles of Chemistry + Lab	5
General Education Humanities		<u>3</u>	KINA Activity		<u>1</u>
		15			15

### SENIOR YEAR

<b>Fall Semester</b>		<b>Hours</b>	<b>Spring Semester</b>		<b>Hours</b>
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
Upper Division Course from Approved List		3	Elective – non-Business		3
Elective – non-Business		1	MANG 410	Effective Workplace Communication	<u>3</u>
		13			15