Bachelors of Business Administration Degree in Management
Introduction

The State University of New York at Canton’s School of Business and Liberal Arts is committed to providing the guidance and support you need to complete your degree program on time. This Program Planning Guide provides the information necessary to assist you in planning your undergraduate education. It contains a suggested plan of study, as well as detailed course information, including course prerequisites and projected course offerings.

While this information may be helpful to you, you should also contact your Academic Advisor, listed in UCan Web, as soon as possible. Your advisor will assist you in planning your coursework and provide additional guidance on other matters as needed. If your advisor isn’t readily available, contact the SUNY Canton Advising Center. Students in online programs, who do not have access to the campus, will be advised electronically. All students are required to obtain their advisor’s written approval before registering for any coursework. Although your academic adviser will assist you in planning your program, it is ultimately your responsibility to complete the degree requirements and acquaint yourself with the University’s policies.

What Makes SUNY Canton’s BBA in Management Exceptional?

The greatest strength of the Bachelors of Business Administration (BBA) in Management Program at SUNY Canton is the flexibility to meet the diverse needs of its students. Most academic programs are structured for the traditional college age student with little or no work experience. SUNY Canton’s program is tailored to the needs of both traditional and non-traditional students; coursework is available online and on campus. In the last semester, students are given a choice of participating in an internship, completing equivalent coursework, designing a comprehensive senior project, or a combination of those options.
Increase Your Marketability, Adopt an Academic Minor

SUNY Canton’s School of Business and Liberal Arts encourages students in the program to review the current list of available academic minors. Adopting a minor allows a student to develop their skills in a specialized area of interest; it does not add any additional time to degree completion. As a Management major, specialization is vital to your success in today’s competitive job market.

FREQUENTLY ASKED QUESTIONS
• Can you declare a double minor?
Yes, you can! The addition of a second minor must not add any additional time to your degree completion timeframe.
• How do I declare a minor?
First, consult with your academic advisor. If he/she agrees the minor would be beneficial, fill out a Minor Declaration Form and return to your advisor for processing.
• When can I declare a minor?
You can declare a minor if you have at least 45 credits remaining to complete your degree.
• Am I automatically accepted?
No. Each academic minor is assigned a coordinator who evaluates your acceptance or denial based on established entrance criteria.

MINORS CURRENTLY AVAILABLE
Accounting
Aging in Society
Applied Physics
Applied Psychology
Corrections
Economics
Environmental Technology
Finance
Forensic Science
Fraud Examination
Gender Studies
Health Care Management
Homeland Security
Legal Studies
Management Information Systems
Marketing Management
Mathematics
Sustainability
Veterinary Services
Management
Writing & Communication

Can I Obtain More Than One Degree?
Yes! Many times, a student enrolled in a baccalaureate degree program will have fulfilled the course requirements for one of SUNY Canton’s many associate degrees. If you feel you have completed the required coursework in a two-year program, while taking courses in a four-year program, you need to seek the advice of your academic advisor.

Do I Have to Complete an Internship?
Students in the BBA in Management Program DO NOT have to participate in an internship, but must complete the equivalent credit hours in coursework; all students are required to complete BSAD 406 Cumulative Evaluation. The remaining coursework must be approved by your academic advisor and may provide an opportunity for you to obtain a minor or further explore an area of interest within the Management discipline.

Your Degree Plan
It’s important to obtain a copy of your program check sheet, from your academic advisor, as early as possible. Each semester/term, record the coursework you’ve completed. A copy of your unofficial college transcript, listing transfer credits awarded and courses completed at SUNY Canton, is available to view on UCan Web.
<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
<th>Semester 5</th>
<th>Semester 6</th>
<th>Semester 7</th>
<th>Semester 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITA 110 Introduction to Information Technology</td>
<td>GER 4 American History</td>
<td>GER 8 Art</td>
<td>FSMA 210 Introduction to Finance</td>
<td>BSAD 301 Principles of Management</td>
<td>BSAD 340 Management Communications</td>
<td>General Elective</td>
<td>300-400 Level</td>
</tr>
<tr>
<td>BSAD 100 Introduction to Business</td>
<td>BSAD 203 Marketing</td>
<td>BSAD/ECON/ACCT/SPMT 100-200 Level Elective</td>
<td>MATH 141 Statistics</td>
<td>BSAD 310 Human Resource Management</td>
<td>General Elective</td>
<td>BSAD/ECON/ACCT/MINS/SPMT 300-400 Level Elective</td>
<td>BSAD 450 Business Internship</td>
</tr>
<tr>
<td>GER 1 Math</td>
<td>GER 7 Humanities</td>
<td>BSAD 201 Business Law I</td>
<td>GER 9 Foreign Language OR GER 6 Other World</td>
<td>BSAD 373 International Business Management</td>
<td>BSAD 319 Professional Ethics</td>
<td>BSAD 400 Operations Management</td>
<td>OR</td>
</tr>
<tr>
<td>GER 5 Western Civilization</td>
<td>ACCT 101 Foundations of Financial Accounting</td>
<td>ECON 103 Microeconomics</td>
<td>Program Elective 100-200 Level</td>
<td>Program Elective 300-400 Level</td>
<td>Program Elective 300-400 Level</td>
<td>BSAD 449 Strategic Policies and Issues</td>
<td>Senior Project</td>
</tr>
<tr>
<td>ENGL 101 Composition &amp; the Spoken Word</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Four 300-400 Level Program Electives</td>
</tr>
</tbody>
</table>