

Business Administration Minor Checksheet

Support your career, wherever it takes you with coursework that offers the flexibility to enhance any major with the skills that best suit your plans. The Minor in Business Administration allows you to individualize your academic journey to fit your future with the flexibility of four tracks. Develop a broad overview of professional skills or focus on your needs to simultaneously earn a certificate in business-to-business sales, entrepreneurship or music business.

For more information about the Business Administration Minor visit csbiz.com/bizminor or contact an academic advisor at businessminors@colostate.edu.

NOTE:

- Students must complete all Core Curriculum requirements and all requirements from **one** of the Group options (A, B, C, or D).
- Students must satisfactorily complete 21 credits, including **12 or more credits being upper-division** (300- to 400-level).
- Students must achieve a cumulative GPA of 2.000 in all courses used to satisfy the minor.

Courses not completed

— — Courses currently in progress

Required courses:

Core Curriculum: Business Foundations [12 credits]

| Course | Title | Cr. | Prerequisite(s) ¹ | Offered |
|--|--------------------------------------|-----|---|----------|
| ACT 205 | Fundamentals of Accounting | 3 | None | FA SP SM |
| BUS 220 | Ethics in Contemporary Organizations | 3 | CO 150 or HONR 193 | FA SP SM |
| Select 1 course from the following: | | | | |
| FIN 200 | Personal Finance and Investing | 3 | MATH 101,105,117,118,124,125,126,141 or a higher level calculus | FA SP |
| FIN 305 | Fundamentals of Finance | 3 | ACT 205 or ACT 210 | FA SP SM |
| Select 1 course from the following: | | | | |
| MGT 305 | Fundamentals of Management | 3 | None | FA SP SM |
| MKT 305 | Fundamentals of Marketing | 3 | None | FA SP SM |

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Group (A, B, C, or D):

Group A: General Business - Advanced Concepts [9 credits]

| Course | Title | Cr. | Prerequisite(s) ¹ | Offered |
|---|--|-----|---|-----------|
| Select 3 courses from the following not previously taken in the Core Curriculum: | | | | |
| BUS 205 | Legal and Ethical Issues in Business | 3 | None | FA SP SM |
| BUS 405A | Contemporary Business Topics: Entrepreneurship | 3 | (FIN 305 & MKT 305) or (FIN 305 & MGT 305) or (MKT 305 & MGT 305) | FA SP |
| BUS 405B | Contemporary Business Topics: International Bus. | 3 | (FIN 305 & MKT 305) or (FIN 305 & MGT 305) or (MKT 305 & MGT 305) | As Needed |
| CIS 200 | Business Information Systems | 3 | None | FA SP SM |
| FIN 200 | Personal Finance and Investing | 3 | MATH 101,105,117,118,124,125,126,141 or a higher level calculus | FA SP |
| FIN 305 | Fundamentals of Finance | 3 | (ACT 205 or 210) | FA SP SM |
| MGT 305 | Fundamentals of Management | 3 | None | FA SP SM |
| MKT 305 | Fundamentals of Marketing | 3 | None | FA SP SM |
| MKT 330 | Business Customer Relationships | 3 | MKT 300 or MKT 305 | FA SP |
| REL 360 | Real Estate Principles | 3 | AREC 202 or ECON 202 | FA SP SM |

Group B: Business-to-Business Selling - Must Declare the Certificate [9 credits]²

| Course | Title | Cr. | Prerequisite(s) ¹ | Offered |
|--------|-------|-----|------------------------------|---------|
|--------|-------|-----|------------------------------|---------|

Required courses:

| | | | | |
|---------|---------------------------------|---|--------------------|-------|
| MKT 330 | Business Customer Relationships | 3 | MKT 300 or MKT 305 | FA SP |
| MKT 362 | Professional Selling | 3 | MKT 300 or MKT 305 | FA SP |
| MKT 363 | Sales Management | 3 | MKT 300 or MKT 305 | SP |

Group C: Entrepreneurship - Must Declare the Certificate [9-10 credits]²

| Course | Title | Cr. | Prerequisite(s) ¹ | Offered |
|--------|-------|-----|------------------------------|---------|
|--------|-------|-----|------------------------------|---------|

Select 1 course from the following:

| | | | | |
|----------|--|---|---|----------|
| BUS 405A | Contemporary Business Topics: Entrepreneurship | 3 | (FIN 305 and MKT 305) or (FIN 305 and MGT 305) or (MKT 305 and MGT 305) | FA SP |
| MGT 340 | Fundamentals of Entrepreneurship | 3 | None | FA SP SM |

Select 1 course from the following:

| | | | | |
|----------------------|-------------------------------------|---|---|----|
| ENGR 422 | Technology Entrepreneurship | 3 | MGT 340 | SP |
| MGT 420 | New Venture Creation | 3 | MGT 340 | FA |
| MGT 424/ IDEA 424 | Ventures in Social Entrepreneurship | 3 | MGT 360 | FA |
| MGT 455/ IDEA 455 | Designing for Defense | 3 | Must have taken at least 3 credits from IDEA 310 subtopics and/or IDEA 320 subtopics or MGT 340 | FA |

Select 1 course from the following:

| | | | | |
|-----------|--|---|---|---------------|
| AM 373 | Apparel Design and Retail Entrepreneurship | 3 | AM 270 and ECON 202 | FA (even yrs) |
| AREC 328 | Small Agribusiness Management | 3 | AREC 202 or ECON 202 | FA SP |
| AREC 428 | Agricultural Business Management | 3 | AREC 305 and (AREC 310 or AREC 311) | FA SP |
| BIOM 486a | Biomedical Design Practicum: Capstone Design I | 4 | BIOM300 & BIOM421, CBE320 & CBE442, ECE342 & BIO 431, ECE 311 & ECE 332, or MECH 301B, may be taken concurrently and MECH 307 & BIOM 441, MECH 301A & BIOM 441, or MECH 301 & MECH 307) | FA |
| CBE 451 | Chemical and Biological Engineering Design I | 3 | CBE 442, may be taken concurrently and CBE 320 with minimum grade of C | FA |
| CIVE 402 | Senior Design Principles | 3 | CIVE 300 and (CIVE 303 or CHEM 245) | FA |
| ECE 401 | Senior Design Project I | 3 | (CS 320 or ECE 332) and (ECE 312 or PH 314 and PH 353) and (ECE 342 or ECE 452), all courses passed with a grade of C or higher | FA SP SM |
| LEAP 310 | Creative Industries Career Management | 3 | None | SP |
| MECH 486a | Engineering Design Practicum: I | 4 | (MECH 301 or MECH 301B, may be taken concurrently and MECH 301A) and (MECH 307 and MECH 331 and MECH 344) and (MECH 324, may be taken concurrently or MECH 325, may be taken concurrently). | FA SP SM |
| MGT 330 | Creativity, Innovation, and Value Creation | 3 | None | FA SP |
| MGT 360 | Social and Sustainable Venturing | 3 | None | SP |

Group D: Music Business- Must Declare the Certificate [9 credits]²

| Course | Title | Cr. | Prerequisite(s) ¹ | Offered |
|--------|-------|-----|------------------------------|---------|
|--------|-------|-----|------------------------------|---------|

Required courses:

| | | | | |
|---------|-------------------------------|---|------|-------|
| BUS 361 | Principles of Music Marketing | 3 | None | FA SP |
| BUS 362 | Making Money in Music | 3 | None | FA SP |
| BUS 363 | Concerts & Live Events | 3 | None | FA SP |

¹ Additional coursework may be required due to prerequisites. All course prerequisites are strictly enforced and must be completed prior to the start of the desired course. All override requests must be made to businessminors@colostate.edu. Courses may be restricted to specific class levels.

² To declare the certificate email businessminors@colostate.edu, include your full name, CSUID, and the certificate you wish to declare.