

MINOR IN BUSINESS APPLICATION AND CHECKSHEET



For Office Use Only

Decision: _____

Date: _____

ADMISSION REQUIREMENTS AND PROCEDURES

In order to apply for a minor in Business, students must meet the following criteria:

- **be enrolled in a degree-granting major outside the Pamplin College of Business**
- **have at least a 2.00 overall GPA in at least 24 SH at Virginia Tech;**
- **have completed MATH 1525-6 or its equivalent (1205-1206-1114 or 1015-1016-2015); and**
- **if any ACIS, BIT, ECON, FIN, MGT, MKTG courses have been taken, have no final grade lower than C- in these courses.**

CERTIFICATION

In addition to fulfilling the requirements of their individual majors, Business minors must complete a minimum of 42 semester hours as listed below with at least a 2.000 average in the 15 semester hour courses with asterisks (*). If these criteria are met, the minor will be noted on the transcript.

Name: _____ Student No.: _____

Current Address: _____

City, State, Zip _____ E-mail _____

Anticipated graduation: Semester _____ Year _____ Hours completed at Virginia Tech: _____

Major: _____ Class Level (Fresh, Soph, Jr, Sr): _____ Overall GPA: _____

| <u>Students must complete the following courses</u> | <u>credits</u> | <u>grades</u> |
|--|----------------|---------------|
| MATH 1525-1526 - Calculus w/Matrices Equivalents include 1015-1016-2015 or 1016-2015-1114 or 1205-1206-1114 or 1114-1205-2015 or 1205 & 1526. | 6-9 | _____ |
| ACIS 1504 - Intro to Business Information Systems This course is restricted to only Pamplin majors fall semester. Minors may take this course in spring or summer. Solely for the purpose of the minor the following may be substituted for ACIS 1504: ALS 1514, ENGE 1024 and 1104 or 1114, ENGE 1015-1016 or 1005-1006, CS 1104, CS 1205-1206, or CS 1705-1706. | 3-6 | _____ |
| ACIS 2115-2116 - Principles of Accounting | 6 | _____ |
| ECON 2005-2006 - Principles of Economics For purposes solely of the minor, AAEC 1005-1006 may be substituted for ECON 2005-2006. | 6 | _____ |
| BIT 2405-2406 - Quantitative Methods For purposes solely of the minor following may be substituted for BIT 2405: STAT 3005, 3615, 3616, 3704, 4604, 4705, 4706, or 4714. | 6 | _____ |

To take the upper division courses you must have completed 60 hours with at least a 2.0 overall GPA; completed MATH 1525-6 (or equivalent), ACIS 1504, ACIS 2115-6, BIT 2405-6, and ECON 2005-6 with a minimum combined grade average of C- in these nine courses.

| | | |
|---|----------|-------|
| * FIN 3055 - Legal Environment of Business | 3 | _____ |
| * FIN 3104 - Introduction to Finance | 3 | _____ |
| * MGT 3304 - Management Theory & Practice | 3 | _____ |
| * MKTG 3104 - Marketing Management | 3 | _____ |
| * BIT 3414 - Production and Operations Management or BIT 4414 - Services Operations Management | 3 | _____ |

* **Must have a 2.00 average in these 15 hours to graduate with the Minor in Business.**

Student Signature: _____ Date: _____

My signature on this form indicates that the above information is correct and acknowledges that adding a minor at this point does not entitle me to exceptions in the curriculum, as stated on the checksheets and in the catalog. I understand that adding a minor may extend my anticipated graduation date.