

DECLARATION for a Bachelor of Business Administration (BBA) Degree Administrative Studies Stream

This form deals only with the requirements of a BBA degree specific to the administrative studies. Students are encouraged to consult with an academic adviser from Student Services regarding the university's general degree requirements, and to request a "graduation audit" through Student Services one year prior to their intended graduation date.

Student Name _____ Student # _____
Please PRINT clearly

Clearly check beside the type of degree you intend to earn:

- 3-year BBA Administrative Studies Stream
 4-year BBA Administrative Studies Stream

**DEGREE REQUIREMENTS WILL
FOLLOW COURSE CALENDAR
_____ ACADEMIC YEAR**

Requirements Specific to 3-Year BBA degree

To earn a BBA degree students must pass (or have received transfer or PLAR credit for) the following courses: ¹
Under "Taken" enter the grade earned for courses already taken, or the term in which you plan to take it (e.g. W12 => Winter, 2012)

Group I		
Course #	Course name	Taken
BUS-1201/3	Introduction to Business I	
BUS-1202/3	Introduction to Business II ²	
POL-2320/3	Bus. Government Relations in Canada	

Group II (Minimum 6 credit hours)		
Course #	Course name	Taken

Group III (Minimum 6 credit hours)		
Course #	Course name	Taken

Options ³ (Minimum 15 credit hours)		
Course #	Course name	Taken

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¹ Students who began their studies at The University of Winnipeg prior to Spring term, 2010 are entitled (although certainly not required) to complete their degree under the requirements that were in place when they began their studies at The University of Winnipeg. Therefore, some exceptions to the above may be possible, but only with the documented approval of the Department Chair.

² Introduction to Business II requires completion of Introduction to Business with a grade of C or better as a prerequisite. However, *none of the other courses in this left column have prerequisites*, so they are all possible choices for first year.

³ Courses listed in the Group II, III and Options lists can be used to fulfill this requirement (See Course Calendar for a detailed list of courses).

Note: No more than 12 credit hours of 1000-level courses may be counted toward the 36 credit hours minimum of courses selected from the Administrative Studies listings to meet the Major requirements.

Requirements Specific to 4-Year BBA degree

Group I (Minimum 12 credit hours)		
Course #	Course name	Taken
BUS-1201/3	Introduction to Business I	
BUS-1202/3*	Introduction to Business II	
POL-2320/3	Bus. Government Relations in Canada	
Group II (Minimum 12 credit hours)		
Group III (Minimum 9 credit hours)		
Group IV (Minimum 3 credit hours)		

Options from inside Business and Administration (BUS-xxxx) (Minimum 15 credit hours)		
Course #	Course name	Taken
Options from outside Business and Administration (Minimum 15 credit hours)		

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*Business with a grade of C or better as a prerequisite. However, *none of the other courses in this left column have prerequisites*, so they are all possible choices for first year.

Note: No more than 18 credit hours of 1000-level courses may be counted toward the 66 credit hours minimum of courses selected from the Business and Administration listings to meet the Major requirements.

To the student:

Your signature on this form indicates to the university that you intend to fulfill the requirements for a BBA degree of the type checked above. Unless you revoke this form by declaring your intention to fulfill some other type of degree requirements, the university will determine your eligibility for graduation in relation to the requirements for a BBA program.

Please note that it is your responsibility to meet degree requirements. Please consult the Course Calendar for further details on degree requirements.

Signature

Date

After this form is signed and copied, **submit the original to Student Records through Student Central.**

To the representative of the Department of Business and Administration:

Your signature on this form indicates that the student in question has convinced you that he/she has made a sincere effort to understand the requirements of a BBA degree, and that he/she has thought through one valid way to meet all these requirements.

Signature

Date

After signing, make two copies; give one to the student; give the other the department's Advising Assistant.