

Business Administration (Dean's Office)

Bachelor of Business Administration (BBA)

The College of Business Administration, with departments of Accounting and Information Systems, Economics and Finance, and Marketing and Management, offers a BBA degree with the following majors: Accounting; Information Systems; International Business; Economics; Finance with concentrations available in General Finance, Financial Analyst, Risk Management, and Commercial Banking; General Business with concentrations in General Business and Secondary Education; Management with concentrations available in Entrepreneurship, General Management and Human Resource Management; Marketing; and Operations and Supply Chain Management.

Policies Concerning Admission to and Completion of BBA Degree Programs

1. Students entering the College of Business Administration will be designated as (CBUS) until they have sufficient competency in English and Mathematics (completed RWS 1301 or higher and MATH 1320 or higher).
2. Students meeting the College admissions requirements will be designated as General Business (GENB) and must file a degree plan in the Office of the Dean.
3. Admission to another major option program is limited to those students who meet the following requirements:
 - Completion of the Non-Business Foundation Requirements and the Business Foundation Requirements as described in the Undergraduate Course of Study for the Bachelor of Business Administration.
 - Completion of the following courses (or their equivalent) with a minimum grade of C:

Code	Title	Hours
ACCT 2301	Principles of Accounting I	3
ACCT 2302	Principles of Accounting II	3
ECON 2304	Principles of Economics	3
MATH 2301	Math for Social Sciences II	3
QMB 2301	Fundamentals of Bus Statistics	3
 - An overall GPA of 2.0 or greater in all hours attempted.
4. Upon completion of requirements in item 2, the student will be admitted to one of the specialty major option programs offered by the College of Business Administration. Upon admission, the major code will be changed from General Business (GENB) to the major option code for the program.
5. Concurrent enrollment in lower-division courses in item 3-b and upper-division business courses is allowed only once upon written permission of the Office of the Dean.
6. Freshman and sophomore level courses can be repeated once and the latter grade substituted for a previous grade in the student's grade point average (GPA) calculation. Grades and attempted hours for other repeated courses will be used in computing the GPA.
7. Only those transfer credits with a grade of C or better will be accepted for credit toward the BBA degree. Courses taken at two-year institutions or as a requirement for a two-year degree are accepted by the College of Business Administration as transfer credits for lower-division courses only. Courses taken at four-year accredited institutions and designated as lower-division courses can be accepted as upper-division credits if the course is taught at the upper-division level at UTEP and has received additional validation from the Office of the Dean. Transfer credit for upper-division business administration courses is restricted to AACSB-accredited curricula. Transfer credit for courses from institutions outside the United States will be evaluated independently. The applicability of transfer credits to the degree plan is determined by the Office of the Dean.
8. To complete the degree, a student must comply with the following:
 - Complete the required course of study as outlined below.
 - Follow University academic regulations as stated elsewhere in this catalog.
 - Earn a 2.0 GPA in all courses attempted within the College of Business Administration.
Note: Accounting majors must also earn a 2.0 or better GPA average in ACCT 3321 and accounting courses listed in the Accounting Option Requirement.
9. A graduating senior must file an application for the degree with the Office of the Dean before the semester of graduation. Students are responsible for setting an appointment to clear for graduation during announced times.
10. Students working toward the BBA degree cannot enroll on a pass/fail basis in any course taught in the College of Business Administration.
11. Six of the last 30 hours needed to complete the BBA degree can be taken at another university; however, the student must receive written approval from the Office of the Dean before enrolling at the other institution.
12. MGMT 4300 Strategic Management, may be taken only during the semester or summer term in which the degree is to be conferred. Approval of the undergraduate advisor is required for enrollment in this course.
13. Non-BBA students wishing to take upper-division business courses must be advised in the College of Business Administration, Room 104. Students wishing to take upper-division courses must have junior standing (60 credit hours) and a 2.0 cumulative GPA and must have completed the stated prerequisites for the course.
14. Students must complete 50 percent or more of their College of Business Administration credit hours at UTEP.

15. Students can pursue more than one major option by completing all requirements, including Major Option Requirements, for all major options selected.

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