**B.I.S. IN PUBLIC AND NON-PROFIT ADMINISTRATION / Track: General (2019-20)**

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Courses</th>
<th>Credits</th>
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<tbody>
<tr>
<td><strong>GENERAL EDUCATION REQUIREMENTS</strong></td>
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<tr>
<td>ENG 1050 Comp I □ and ENG 1060 Comp II □</td>
<td></td>
<td>6</td>
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<tr>
<td>FINE ARTS (Choose 1 from this list)</td>
<td>ART 1450 □, ART 2050 □, ART 2080 □, ART 2090 □, THE 2500 □, MUS 1020 □, MUS 1040 □, MUS 2940 □, or MUS 2980 □</td>
<td>3</td>
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<tr>
<td>LITERATURE (Completion of ENG 1050 and 1060 with a 2.0 is prerequisite for these courses. Choose 1 from this list)</td>
<td>ENG 2010 □, ENG 2020 □, ENG 2030 □, ENG 2050 □, ENG 2060 □, ENG 2080 □, ENG 2090 □, ENG 2100 □, ENG 2180 □, ENG 2190 □, ENG (AIS) 2200 □, ENG 2230 □, ENG 2240 □, ENG (AIS) 2410 □, ENG 2470 □, or ENG 2480 □</td>
<td>3</td>
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<tr>
<td>HISTORY (Choose 1 from this list)</td>
<td>HST 1010 □, HST 1020 □, HST 1030 □, HST (AIS) 1100 □, HST (AIS) 1110 □, HST 1110 □, HST 1140 □, or HST 1150 □</td>
<td>3</td>
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<tr>
<td>PHILOSOPHY AND RELIGION (Choose 1 from this list)</td>
<td>PHI 1000 □, PHI 1010 □, PHI 2040 □, PHI 2070 □, REL 1080 □, or REL 1300 □</td>
<td>3</td>
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<tr>
<td>ECN 1000 Econ of Social Issues or ECN 2020 Principles of Microecon or ECN 2030 Macroeconomics □ □ □ □ □ □</td>
<td>9</td>
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<tr>
<td>and PLS 1010 American Nat’l Gov’t □ □ □ □ □ □ and SOC 1020 Introduction to Sociology □ □ □ □ □ □</td>
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<tr>
<td>NATURAL SCIENCE □ □ □ □ □ □ □ □ □ □ □ □ □</td>
<td>6</td>
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<tr>
<td>(Choose one course from each of two of the four areas listed. Students selecting Physical Science 1100 must select the other course from either Biology/Environmental Science or Earth Science.):</td>
<td>(1) Biology and Environmental Science: BIO 1000, BIO 1030, BIO 1060, or ENV 1100</td>
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<td>(2) Chemistry: CHM 1300 or CHM 1400</td>
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<td>(3) Earth Science: GLY (GGY) 1150 or GLY (GGY, PHS) 2460</td>
<td>(4) Physical Science: PHS 1100, PHS 1560, PHY 1000, PHY 1500, or PHY 2000</td>
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<tr>
<td>MATHEMATICS (choose one course from this list)</td>
<td>MAT 1050 □, MAT 1070 □, MAT 1080 □, MAT 1090 □, MAT 2150 □, or MAT 2210 □</td>
<td>3</td>
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<tr>
<td>PHYSICAL EDUCATION □ □ □ □ □ □ □ □ □ □ □</td>
<td>2</td>
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<tr>
<td>(Choose two of the following courses): PED 1010, PED 1300, PED 1310, PED 1320, PED 1330, PED 1340, PED 1350, PED 1360, PED 1370, PED 1380, PED 1390, PED 1410, PED 1450, PED 1460, PED 1770, PED 1790, PED (MSC) 1800, PED (THE) 1810, PED (THE) 1820, PED 1900, PED 1910, or PED 1950</td>
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<tr>
<td>GENERAL EDUCATION ELECTIVES □ □ □ □ □ □ □ □ □ □ □</td>
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<td>(Choose two additional courses from the GENERAL EDUCATION ELECTIVES LIST. These two courses must be from different divisions except for the foreign language option. Students who take SPE 1020 for Basic Skills take 3 hours of electives, which may not be SPE 2000 or SPE 2010.)</td>
<td>(1)</td>
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**Total GENERAL EDUCATION CREDIT HOURS** 44
### BIS: PUBLIC AND NON-PROFIT ADMINISTRATION CORE REQUIREMENTS

**MGT 3060** Organization and Mgt /___________ □, **MGT 3090** Organizational Leadership /___________ □, **MKT 3120** Principles of Mkt /_________ □, **PLS 2010** Amer State Gov’t /_________/___________□.

**PAD 3100** Intro to Public Admin /_________/___________ □, **SOC 2090** Social Problems /___________ □, **SOC 3000** Sociological Writing/Rhetoric or **CRJ 3010** CJ Writing/Rhetoric /_________/___________□.

**SOC 4180** Vol Assoc & Non-Profit Orgs /_________/___________□, **SOC 4420** Comm Resource Dev /_________/___________□.

**SOC 4850** Internship or **MGT 4800** Mgt. Internship or **PLS 3600** Intro Internship in Pol Sci /_________/___________□.

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### BIS: PNA: GENERAL TRACK REQUIREMENTS

(18 hours, 6 courses, from the following list of courses; at least 12 hrs must be at the 3000-4000 level. Only 12 hours taken from this list may be courses that have ACC, BLAW, ECN, FIN, MGT or MKT prefixes.) :

ACC 2270 Financial Accounting
ACC 2280 Managerial Accounting
ACC 4500 Governmental and Not-for-Profit Accounting
AIS 4020 Federal Policy and the American Indian
AIS 4600 American Indian Health
BLAW 2150 Legal Environment of Business
ECN 3070 Internet Economics
ECN 3080 Environmental Economics
ECN 3300* Public Finance
ECN 3500 Survey of Ethics in Economics and Finance
ECN 3740 Health Economics
ECN 4070* Labor Economics
ECN 4080* Economic Development
ENV 4100 Environmental Laws and Regulations
FIN 3100* Business Finance
HLTH 3770 Drugs, Society, & Behavior
MGT 3010 Organizational Crisis Management
MGT 3030 Business Communications
MGT 4070 Organizational Theory
MGT 4080 Human Resource Management
MGT 4300 Business Ethics and Social Responsibility
MCM 2100 Introduction to Mass Communication
MCM 2400 Writing for the Media
MCM 3600 Media and Culture
PHI 2040 Introduction to Ethics
PHI 4430 Business Ethics
PRE 2200 Public Relations
PRE 3500 Organizational Communications

**ACC 2270 Financial Accounting**
**ACC 2280 Managerial Accounting**
**ACC 4500 Governmental and Not-for-Profit Accounting**
**AIS 4020 Federal Policy and the American Indian**
**AIS 4600 American Indian Health**
**BLAW 2150 Legal Environment of Business**
**ECN 3070 Internet Economics**
**ECN 3080 Environmental Economics**
**ECN 3300* Public Finance**
**ECN 3500 Survey of Ethics in Economics and Finance**
**ECN 3740 Health Economics**
**ECN 4070* Labor Economics**
**ECN 4080* Economic Development**
**ENV 4100 Environmental Laws and Regulations**
**FIN 3100* Business Finance**
**HLTH 3770 Drugs, Society, & Behavior**
**MGT 3010 Organizational Crisis Management**
**MGT 3030 Business Communications**
**MGT 4070 Organizational Theory**
**MGT 4080 Human Resource Management**
**MGT 4300 Business Ethics and Social Responsibility**
**MCM 2100 Introduction to Mass Communication**
**MCM 2400 Writing for the Media**
**MCM 3600 Media and Culture**
**PHI 2040 Introduction to Ethics**
**PHI 4430 Business Ethics**
**PRE 2200 Public Relations**
**PRE 3500 Organizational Communications**

**PLS 3010* Pol Parties & Interest Grps in U.S.**
**PLS 3800 International Organizations**
**PSY 2160 Social Psychology**
**PSY 2700 Industrial/Org Psychology**
**PSY 3160 Psychology of Leadership**
**SOC 3010 Comm Health Orgs and Services**
**SOC 3030 The Family**
**SOC 3100 Comm Health Orgs and Services**
**SOC 3140 Coll Behavior and Soc Movements**
**SOC 3180 Community Development**
**SOC 3210 Social Inequalities**
**SOC 3240 Sociology of Poverty**
**SOC 3540 Gender and Society**
**SOC 3610 Social Research**
**SOC 3670 Social Deviance**
**SOC 3690 Sociology of Mental Disorders**
**SOC 3730 Health Promotions and Wellness**
**SOC 3750 Death and Dying**
**SOC 3780 Sociology of Drug Use**
**SOC 3790 Substance Abuse Prevention**
**SOC 4250 Organizations in Society**
**SOC 4400 Conflict Management**
**SOC 4530 Family Violence**
**SOC 4610 Addiction and Women**
**SOC 4620 Sociological Social Psychology**
**SPN 2310 or SPN 2320 or SPN 3120**
**SPE 3580 Discussion and Debate**

*Students who take this course must also take additional prerequisites, which will add credit hours to their program.*

(Students interested in taking Spanish courses under the General Track who are not placed into one of the intermediate Spanish courses based on transferred credits or testing must also take the beginning SPN 1310/1320 Spanish sequence.

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<tr>
<th>ELECTIVES</th>
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[Students entering the BIS Program with an Associate of Applied Science or Associate of Applied Arts from a regionally accredited two-year institution may receive up to 30 hours transfer credit towards Electives upon verification of such degree.]

**TOTAL CREDIT HOURS** 120
GENERAL ADVISEMENT: Students must average 2.0 QPA overall in CORE & TRACK courses. See catalog for other QPA requirements. You are NOT required to earn a “C” or better in each of your CORE & TRACK courses, but a “C” or better would certainly make you more desirable to future employers and graduate programs. You could receive a “D” in a single CORE or TRACK course and conceivably have sufficiently high grades in your other CORE & TRACK courses to bring your overall QPA up to 2.0 or higher.

Students should generally plan on completing their General Education Requirements prior to pursuing either CORE or TRACK Requirements—some of these are prerequisites for upper level courses. Students should also plan on completing lower level courses prior to pursuing upper level courses (proceeding from the 1000 and 2000 level, through the 3000 level, to the 4000 level).

Attention: For students who entered under the 2011-2012 or later catalogs, the new Quality Enhancement Writing Plan will apply. As a requirement for graduation, students must complete nine semester credit hours of Writing Enriched (WE) and Writing in the Discipline (WD) courses. One course must be a Writing in the Discipline (WD) course. Some WE courses may count as your general education requirements. Some WD courses may satisfy some CORE or TRACK course requirements. Course sections must be labeled WE or WD in BraveWeb or they will not fulfill this requirement.