

# Millersville University

Student Name: \_\_\_\_\_

Student I.D.# \_\_\_\_\_

## Curriculum Record Form for an Academic Minor in Business Administration

Minor: Accounting

Total credit hours required: 18.0

Department: Business Administration

**Regulations Governing Minor Course Work:**

- 1 There shall be a minimum of 18.0 credit hours with a minimum Millersville QPA of 2.0.
- 2 Only one course which counts toward your major may be counted toward your minor.
- 3 Courses that count toward a minor are also eligible to be used to satisfy the current University-wide General Education requirements subject to normal distribution requirements.
- 4 At least two courses should be at the upper-division level (300-400). Exceptions may be requested upon evidence of program depth.
- 5 No course needed for the minor may be taken Pass-Fail.
- 6 One-half or more of the work required for the minor must be completed at Millersville University.
- 7 **Be sure to check for prerequisites that may be required for BUAD courses.**
- 8 No student may minor in his or her major.

Course No.	Short Title	C.H.	Grade	Course No.	Short Title	C.H.	Grade
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**REQUIRED BUSINESS COURSES (18.0 credits)**

BUAD	101 Intro to Business	3	_____
BUAD	161 Intro Financial Accounting*	3	_____
BUAD	162 Intro Managerial Accounting*	3	_____
ACCT	361 Intermediate Accounting I*	3	_____
ACCT	366 Federal Income Tax I*	3	_____
ACCT	364 Cost Accounting*	3	_____

**\*NOTE: These courses have prerequisites.  
Please consult the University Undergraduate  
Catalog and minor advisor**

Note to the student: This form is provided as a guide. It is your responsibility to consult regularly with your advisor to be aware of changes and curriculum details which are not incorporated on this form.