

Name: \_\_\_\_\_ ID: \_\_\_\_\_ Email: \_\_\_\_\_

Students are responsible for the accuracy of their own programs. Use this SELF-HELP GUIDE in conjunction with the University of Lethbridge Calendar and Timetable/Registration Guides.

## 2016/2017 Program Planning Worksheet

### B.A./B.Mgt. or B.Sc./B.Mgt. with a Disciplinary, Combined Degrees, or Multidisciplinary Major

This worksheet has four sections (with instructions):

**Degree Summary** is an overview of degree and major requirements (p. 1).

**Arts and Science Requirements** helps you keep track of all of the Arts and Science courses you have taken, and how they fulfill specific major and degree requirements (pp. 2-3).

**Admission to the Faculty of Management** lists the requirements you need to be admitted into the Faculty of Management (p. 4).

**Management Requirements** helps you keep track of all of the Management courses you have taken, and how they fulfill specific major and degree requirements (p. 4).

Please remember that this is only a guide. It must be used in conjunction with the 2016/2017 University of Lethbridge Calendar, which contains detailed information on major, program, and degree requirements and is the final authority on all questions regarding the B.A./B.Mgt. or B.Sc./B.Mgt. Combined Degrees program.

## DEGREE SUMMARY

**How to use this summary:** When you have met a requirement, place a check mark beside it. When all the requirements have been checked, you should be ready to graduate. You are urged to have a program check done in your final year of studies.

### A. To qualify for graduation with a B.A./B.Mgt. or B.Sc./B.Mgt., you must fulfill degree requirements:

- \_\_\_\_\_ 1. At least 50 courses with:
  - \_\_\_\_\_ a minimum grade point average of 2.00 in the 30 courses from Arts and Science or Fine Arts disciplines
  - \_\_\_\_\_ a minimum grade point average of 2.00 on all Management courses
  - \_\_\_\_\_ a minimum grade of 'C-' is required in Statistics 1770; Economics 1010 and Economics 1012; Writing 1000 OR a university English course; all Management courses; and all courses marked with an asterisk (\*) in the Management Majors section of the 2016/2017 Calendar (see p. 289)
- \_\_\_\_\_ 2. The General Liberal Education Requirement (see the 2016/2017 Calendar, p. 85).
- \_\_\_\_\_ 3. Not more than 10 courses may be completed at the 1000 level (or lower) for credit towards the degrees, excluding Activity courses (labelled PHAC and MUSE).

### B. To qualify for graduation, you must fulfill Arts and Science degree requirements:

- \_\_\_\_\_ 1. At least 10 courses from disciplines offered by the Faculty of Arts and Science or the Faculty of Fine Arts at the 3000/4000 level, excluding Activity courses (labelled PHAC and MUSE).
- \_\_\_\_\_ 2. Not more than three Independent Study courses (9.0 credit hours) may be completed for credit towards the degree.
- \_\_\_\_\_ 3. Not more than three Disciplinary Credit Applied Studies courses (9.0 credit hours) may be completed for credit towards the degree. Students may, in addition, complete Applied Studies 2000, 2001, 2010, and 2011.
- \_\_\_\_\_ 4. Not more than 17 courses (51.0 credit hours) may be completed from any one discipline for credit towards the degree (See **Part 7, Section 6 Arts and Science Disciplines**)\*.
- \_\_\_\_\_ 5. Not more than six credit hours in Activity courses (i.e. courses labelled PHAC and MUSE; maximum 6.0 credit hours) EXCEPT:
  - \_\_\_\_\_ Kinesiology majors - maximum of 15.0 credit hours
  - \_\_\_\_\_ Music majors - maximum of 12.0 credit hours

### C. To qualify for graduation, you must also complete an Arts and Science and a Management major:

- \_\_\_\_\_ 1. Completion of an appropriate Arts and Science major or Combined Degrees major, and an appropriate Management major (see the 2016/2017 Calendar, Part 13).
- \_\_\_\_\_ 2. At least half the courses required in the Arts and Science major must be completed at the University of Lethbridge.

### D. To qualify for graduation, you must also fulfill the University of Lethbridge Residence Requirement and meet the Time Limit of the Faculty of Management:

- \_\_\_\_\_ 1. For the B.A./B.Mgt. or the B.Sc./B.Mgt., 30 courses completed at the University of Lethbridge, including 20 courses offered by the Faculty of Arts and Science or Faculty of Fine Arts and 10 Management courses at the 3000/4000 level.
- \_\_\_\_\_ 2. For Management, all degree requirements must be completed within 10 years after admission to the Faculty.

\*Disciplines are identified by a specific course label (e.g. KNES, ASTR, and HIST are separate disciplines).

**Note:** Students seeking the B.A./B.Mgt. or B.Sc./B.Mgt. degrees may not declare similar majors. For example, if Economics, Native American Studies, or Political Science is chosen for the B.A. portion of the B.A./B.Mgt. program, Economics, First Nations' Governance, or Political Science respectively must be excluded from the list of B.Mgt. majors.

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

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Calendar Year: 2016/2017

# ARTS AND SCIENCE REQUIREMENTS

List each Arts and Science course you complete on this page. Each course will be listed only once under either 'Major' or 'Courses Outside the Major.' The total number of courses from disciplines offered by the Faculty of Arts and Science or the Faculty of Fine Arts must be at least 30.

The minimum required number of courses is different for each Arts and Science major (see the 2016/2017 Calendar, Part 13 for details); the maximum number allowed from one discipline is 17. If you successfully complete the full 17 allowed in a discipline, you need 13 other courses to reach a total of 30 courses from Arts and Science or Fine Arts disciplines.

You must also complete a minimum of 20 Management courses for the B.A./B.Mgt. or B.Sc./B.Mgt. (see p. 4 of this guide).

**Note:** List all courses from disciplines offered by the Faculty of Arts and Science or the Faculty of Fine Arts including transfer credit, both specified and unspecified. Unspecified credit is indicated on your transcript by the subject name and course level.

## Arts and Science or Fine Arts Courses (minimum of 30)

**Major:** \_\_\_\_\_

Number of Courses required \_\_\_\_\_

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_

## Courses Outside the Major

*Arts and Science or Fine Arts courses only*

*(Specific Arts and Science or Fine Arts courses may be required for your Management major. Refer to the Management Majors section in the 2016/2017 Calendar, p. 289 for details.)*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

\*At least half the courses required in the Arts and Science major must be completed at the University of Lethbridge.

# TRACKING YOUR ARTS AND SCIENCE REQUIREMENTS

Calendar Year: 2016/2017

One course can meet more than one requirement. Therefore, a course may be listed under more than one heading.

For example, if you are a Philosophy major, the course Philosophy 3404 would count toward the major; it would count toward the senior course requirement; and, it would be used in the General Liberal Education Requirement as a Humanities course. Philosophy 3404 would therefore be listed three times, since it is part of four separate requirements.

**Note:** All courses on this page must be Arts and Science or Fine Arts courses. Courses cross-listed with the Faculty of Arts and Science may be included.

## General Liberal Education Requirement (GLER)

(See the 2016/2017 Calendar, p. 85.)

- |                      |  |
|----------------------|--|
| Fine Arts and _____  | 1. <u>*Writing 1000 or a university English course</u> |
| Humanities _____     | 2. _____   |
| (List I) _____       | 3. _____   |
|                      | 4. _____   |
| Social Science _____ | 5. <u>*Economics 1010</u>                              |
| (List II) _____      | 6. <u>*Economics 1012</u>                              |
|                      | 7. <u>*Management 3050/Political Science 3420</u>      |
|                      | 8. <u>Management 1000, 2030, or 3031</u>               |
| Science _____        | 9. <u>*Statistics 1770</u>                             |
| (List III) _____     | 10. <u>*Management 2070/Economics 2070</u>             |
|                      | 11. _____  |
|                      | 12. _____  |

**Note:** Not more than four courses from one department.  
Courses from your major are counted toward this requirement.

## 1000-Level (or lower) Courses

(See the 2016/2017 Calendar, p. 278. Activity courses do not count toward this limit.)

- |            |                            |
|------------|----------------------------|
| _____      | 1. <u>*Economics 1010</u>  |
| _____      | 2. <u>*Economics 1012</u>  |
| _____      | 3. <u>*Statistics 1770</u> |
| _____      | 4. <u>Management 1000</u>  |
|            | 5. _____                   |
|            | 6. _____                   |
|            | 7. _____                   |
|            | 8. _____                   |
|            | 9. _____                   |
| (max.) 10. | _____                      |

\*These courses count toward the 30 courses required for the B.A. or B.Sc. portion of the B.A./B.Mgt. or the B.Sc./B.Mgt.

## 3000/4000-Level Arts and Science or Fine Arts Courses

(A minimum of 30.0 credit hours. Activity courses do not meet this requirement.)

- |            |   |
|------------|---|
| _____      | 1. <u>*Political Science 3420/Management 3050</u> |
|            | 2. _____  |
|            | 3. _____  |
|            | 4. _____  |
|            | 5. _____  |
|            | 6. _____  |
|            | 7. _____  |
|            | 8. _____  |
|            | 9. _____  |
| (min.) 10. | _____   |

## TRACKING YOUR MANAGEMENT REQUIREMENTS

Arts and Science courses (also shown on page 2 and 3 of this guide) required by the Bachelor of Management degree:

- \_\_\_ Economics 1010 - Introduction to Microeconomics (minimum grade of 'C-')
- \_\_\_ Economics 1012 - Introduction to Macroeconomics (minimum grade of 'C-')
- \_\_\_ Statistics 1770 - Introduction to Probability and Statistics (minimum grade of 'C-')
- \_\_\_ One of: Writing 1000 - Introduction to Academic Writing or a university English course (minimum grade of 'C-')

Arts and Science courses that are required for the Management major you have chosen. These courses will also count where appropriate on pages 2 and 3 of this guide.

- |              |               |
|--------------|---------------|
| ___ 1. _____ | ___ 10. _____ |
| ___ 2. _____ | ___ 11. _____ |
| ___ 3. _____ | ___ 12. _____ |
| ___ 4. _____ | ___ 13. _____ |
| ___ 5. _____ | ___ 14. _____ |
| ___ 6. _____ | ___ 15. _____ |
| ___ 7. _____ | ___ 16. _____ |

**Note:** Students are advised to take the following courses in their first year: Management 1000; Management 2100; Economics 1010; Economics 1012; Statistics 1770; Writing 1000 OR a university English course.

## MANAGEMENT REQUIREMENTS

List the Management courses you need to complete in this box. The total number of Management courses must be at least 20 with a minimum of 10 courses at the 3000/4000 level completed at the University of Lethbridge. Cross-listed courses (MGT 2070/ECON 2070 and MGT 3050/POLI 3420) count toward the 30 courses required for the B.A. or B.Sc. portion of the combined degree.

The minimum required number of courses may be different for each Management major (see the 2016/2017 Calendar, Part 13, Section 8 for details). Students choosing the Accounting major will be required to complete additional Management courses for the Management portion of the combined B.A./B.Mgt. and B.Sc./B.Mgt. degrees.

You must also complete 30 Arts and Science or Fine Arts courses for the B.A./B.Mgt. or B.Sc./B.Mgt. (see pp. 2-3 of this guide).

**Note:** List all Management courses including transfer credit, both specified and unspecified. Unspecified credit is indicated on your transcript by the subject name and course level.

### Management courses required by the Bachelor of Management degree and the major you have chosen:

**Major:** \_\_\_\_\_

- |   |                                      |
|---|--------------------------------------|
| ___ 1. Management 1000                        | ___ 13. Management 4090              |
| ___ 2. Management 2020                        | ___ 14. Management (3000/4000 level) |
| ___ 3. Management 2030                        | ___ 15. Management (3000/4000 level) |
| ___ 4.*Management 2070/Economics 2070         | ___ 16. Management (3000/4000 level) |
| ___ 5. Management 2100                        | ___ 17. Management (3000/4000 level) |
| ___ 6. Management 2400                        | ___ 18. Management (3000/4000 level) |
| ___ 7. Management 3031                        | ___ 19. Management (3000/4000 level) |
| ___ 8. Management 3040                        | ___ 20. Management (3000/4000 level) |
| ___ 9.*Management 3050/Political Science 3420 | ___ 21. Management (3000/4000 level) |
| ___ 10. Management 3061                       | ___ 22. Management (3000/4000 level) |
| ___ 11. Management 3080                       | _____                                |
| ___ 12.*Management 3650                       | _____                                |

\*Students completing the Accounting major are not required to complete Management 3650

\*\*These courses count toward the 30 courses required for the B.A. or B.Sc. portion of the B.A./B.Mgt. or the B.Sc./B.Mgt.