**GENERAL EDUCATION**

- **MLO 101 Transition to College (2)**
- **STS 092 Library Tutorial (0)**
- **STS 101 Microsoft Lit (test/class) (0/1)**

**Social Sciences** *(9 units, lower or upper division)*

- **POL, MCM, SSC, PSY, ECO not required elsewhere**

**Humanities** *(9 units, lower or upper division)*

- **HUM, LIT, HIS, PHIL, non studio ART or foreign**

*Equity & Justice Studies: At least 1 of the 6 above courses must be an E & J course: HUM 301, 307 or 311, LIT 305, MCM 300 or 308, MGT 325, or POL 351*

**GE Units Required:** 36  
**Completed:** _______  
**Remaining/In Progress:** _______

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**BUSINESS CORE**

- **MGT 101 Discovering Business (3)**
- **ACC 201 Prin of Financial Acct (3)**
- **ACC 202 Prin of Managerial Acct (3)**
- **ECO 200 Macroeconomics (3)**
- **ECO 201 Microeconomics (3)**
- **MGT 206 Legal Envir of Bus. (3)**

**Business Core Units Required:** 45  
**Completed:** _______  
**Remaining/In Progress:** _______

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**MANAGEMENT MAJOR / ENTREPRENEURSHIP & INNOVATION OPTION**

- **MGT 363 Intro to Entrep. (3)**
- **FIN 442 Entrep. Finance (3)**
- **MGT 364 Design Thinking (3)**
- **MGT 365 Social & Environ Innov (3)**
- **MGT 305 Creativity & Collab (3)**
- **MGT 303 Innovation & Society (3)**
- **HRM 300 Human Resource Mgt (3)**
- **IMG 304 Sustainable Busn (3)**
- **BSA 314 Digital Transformation (3)**
- **BSA 315 Big Data Analytics (3)**
- **MKT 318 New Product Mgt (3)**
- **MKT 317 Entrepreneurship (3)**
- **MKT 327 Business Ethics (3)**
- **MKT 328 Business Innovation (3)**
- **MGT 401 Launching a Startup (if MGT 400 is taken for Bus Core)**

**Choose 3 from the following courses:**

- **PSY 303 Psy of Learning & Cognit (3)**
- **MGT 305 Creativity & Collab (3)**
- **MGT 303 Innovation & Society (3)**
- **BSA 315 Big Data Analytics (3)**
- **BSA 314 Digital Transformation (3)**
- **MKT 318 New Product Mgt (3)**
- **MKT 317 Entrepreneurship (3)**
- **PSY 309 Social Psychology (3)**
- **PSY 303 Psy of Learning & Cognit (3)**

**Major Units Required:** 27  
**Completed:** _______  
**Remaining/In Progress:** _______

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**ELECTIVES**

- **(16) (Transfer/waiver adjustments, if applicable: (+ ______) (- ______) (New total: ______)**

**Elective Units Required:** 16  
**Completed:** _______  
**Remaining/In Progress:** _______

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**GRADUATION PROGRESS:**  
**Completed:** _______  
**Remaining/In Progress:** _______

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SEE ADDITIONAL INFORMATION AND NOTES ON BACK →
# Key Definitions, Terms, Notes, and General Information

**Academic Catalog** – Available online, this document details Menlo College’s curriculum, all policies, processes, and other requirements

**Credits/Hours/Units** – The unit measuring educational ‘credit’, usually based on the number of class hours per week through a semester. This is the number in parentheses to the right of the course title on the front page.

**Degree Requirements** –
- Students must complete & pass 124 units; 42 of these units must be upper division.
- Cumulative GPA overall for all courses, and GPA for all major & core courses **MUST** equal 2.0 or greater.
- Designated courses may require C- to pass, ex: MTH101, 102, ENG101, 102, etc. See course descriptions for details.
- 30 units in major & core must be completed at Menlo; at least 24 of these units must be upper division.
- Last two semesters before graduation, a student **must** be enrolled at Menlo.

**Electives** – Almost any course taken that is NOT already required as a part of GE, Core, or Major requirements. See an advisor for exceptions.

**Foreign Language 102** – **NOT** an upper division course; will **NOT** meet any upper division requirement.

**General Education** – These required courses are designed to introduce students to a variety of subjects & disciplines, and to assure Menlo graduates possess strong writing, quantitative, & analytical skills.

**Internship (Business)** – Typically completed in the summer before senior year. Please contact the Internship office to discuss options & ask questions.

**Lower-Division** – Courses numbered lower than 300 (ex: ENG 101)

**Upper-Division** – Courses numbered 300 or higher (ex: PSY 411)

**MCM 300 (History of Film)** – May count as UD Humanities/History course, or UD MCM course.

No “double-dipping” – Courses may only count as one requirement. Example: MCM 333 is required for Business degrees, so it will not also count as the upper-division Social Science requirement.

**Subjects** – ACC (Accounting), ECO (Economics), ENG (English), FIN (Finance), HIS (History), HRM (Human Resources Management), HUM (Humanities), IMG (International Management), LIT (Literature), MTH (Math), MCM (Mass Communication), MGT (Management), MKT (Marketing), POL (Political Science), PSY (Psychology), RLS (Real Estate), SMG (Sports Management), SSC (Social Sciences), STS (Study Skills).

**Transfer courses** – Maximum 70 lower-division credits and 24 upper-division may be transferred in for credit. Community college classes will only count as lower-division. Upper-division are typically taken at a 4-year institution. Transfer courses do **not** affect your Menlo GPA.

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## PREREQUISITE COURSES

### GENERAL EDUCATION

HIS 111 – (ENG 101 co-req)
HIS 112 – (HIS 111, ENG 102 co-req)
ENG 101 – (Place. test or ENG 100)
ENG 102 – (ENG 101)
ENG 450 – (ENG 102)
ECO 200 – (MTH 100/101, ENG 102 co-req)
MTH 102 – (Place. test or MTH 100/101)

### BUSINESS CORE

ACC 201 – (MGT 101, MTH 100/101, ENG 101)
ACC 202 – (ACC 201 & MTH 102 w/ a “C-” or better)
ECO 201 – (MTH 100/101)
IMG 300 – (MGT 101, ENG 102, ECO 200)
FIN 320 – (ACC 201, ECO 200, MTH 102, MTH 251)
MKT 316 – (MGT 101, ENG 102, ECO 200)
MCM 333 – (MGT 101, ENG 102, ECO 200)
MGT 206 – (MGT 101, ENG 101)
MGT 313 – (MGT 101, MTH 102, MTH 251)
MGT 317 – (MGT 101, ENG 102, ECO 200)
MGT 327 – (MGT 317)
MKT 316 – (MKT 317, MGT 313, MGT 317, IMG 300)
MTH 251 – (MTH 102 or MTH 260 w/ a “C-” or better)

### ENTREPRENEURSHIP OPTION

MGT 363 – (MGT 101, ENG 102)
MGT 364 – (MGT 101), MKT 317 – (MKT 316)
FIN 442 – (FIN 320)
Choose 3:
HRM 300 – (MGT 101, ENG 102, ECO 200)
IMG 304 – (ECO 200, IMG 300)
MGT 303 – none
MKT 305 – (MGT 101)
BSA 315 – (ECO 200, MTH 251)
MGT 365 – (MKT 316, FIN 320)
MGT 401 – (see Business Core)
MKT 318 – (MGT 101)
PSY 303 – (PSY 101, ENG 102)
PSY 309 – (PSY 101, ENG 102)

### ADDITIONAL COURSES

Information regarding prerequisites for all other courses are online in MyMenlo and the Academic Catalog.