

Roosevelt University
 Evelyn T. Stone College of Professional Studies
 Bachelor of Professional Studies Degree
Degree Completion Program for Adults
Major in Professional Administration
For students who have earned an AA or AS degree

Student Name: _____ Advisor: _____ Date: _____

Student ID#: _____ Phone: _____

Official
 Unofficial

AA AS College _____ Date Awarded _____

Introductory Courses

PLS 302 _____
 Methods of Critical Reasoning
 (AA/AS or 60sh + 2.0 GPA)

PLS 290 _____
 Technological & Quantitative Literacy
 (Math 090 Pre-requisite)

Math 090 _____
 (If required by RUA)

Math 099 _____
 (If required by RUA)

Math 100 _____
 Intermediate Algebra (If required by RUA)

University Writing Requirement (Grade of C- or higher required)

ENG 100 _____
 (If required by RUA)

ENG 101 _____
 Introduction to Composition

ENG 102 _____
 Argument, Analysis, Research

RUA – Assessment Test

Compass Reading _____
 Compass Writing _____
 English Placement _____
 Math Domain _____
 Math Score _____
 Math Placement _____

Professional Administration courses

MATH 116 _____
 Finite Mathematics (or higher)

MATH 121 _____
 College Algebra (or higher)

Statistics _____
 MATH 217, ECON 234, or PSYC 200

BLAW 201 _____
 Business Law

PHIL 333 _____
 Business Ethics

MKTG 302 _____
 Marketing Management (Pre-req: Econ 102)

FIN 311 _____
 Business Finance (Pre-req: see reverse)

Required pre-requisite courses

May be transferred from Community College or other accredited institutions.

ECON 101 _____
 Principles of Economics I

ECON 102 _____
 Principles of Economics II

CST 100 _____
 PC Software Packages (or CST 101, BADM 202)

ACCT 210 _____
 Intro to Accounting I (Pre-req: Math 116 or higher)

ACCT 211 _____
 Intro to Accounting II

Senior Seminar Choose one (selected in consultation with an advisor)

PLS 390 – Seminar in the Social Sciences (6)

PLS 391 – Seminar in the Natural Sciences (6) _____

PLS 392 – Seminar in the Humanities (6)

PLS 399 – Senior Thesis (3) _____
 Minimum C- to graduate

I fully understand that the courses listed on this Curriculum Worksheet are the requirements for this degree and specialization.
 Any change of major may require different and/or additional courses.

Student's signature _____ Advisor's Signature _____ Date _____

General Requirements for the Bachelor of Professional Studies Degree

- Students must be 24 years of age when they start the BPS degree.
- New students should take the Roosevelt University Assessment test before registering for their first semester. Students will not be allowed to register for a second semester at Roosevelt until the RUA is completed. The RUA will determine placement into appropriate English and Math courses.
- Students must successfully complete 30 semester hours at Roosevelt University (residency requirement).
- Students must have a 2.0 grade point average to graduate.
- Students must complete a minimum of 21 semester hours of coursework at the 300-level at Roosevelt.
- The PLS Senior Seminars are only open to students who have completed the University Writing Requirement.
- PLS 399, Senior Thesis, is open to students who have completed the University Writing Requirement and who are within 21 hours of graduation.

Specific Requirements and Notes for the BPS Major in Administrative Studies

- Pre-requisites: Many courses in the major have extensive pre-requisites. These include:

Course:

Math 116 and 121
Econ 101
Accounting 210
Statistics
Marketing 302
Finance 311

Pre-requisite:

Math 100 or RUA placement into Math 116 or 121
Math 100 or RUA placement into Math 116 or 121
Math 116 or higher
Math 116 or Math 121
Econ 102
Math 116 or 121; Acct 211; Econ 102