CALIFORNIA STATE UNIVERSITY, SACRAMENTO

COLLEGE OF BUSINESS

NEW STUDENT GUIDEBOOK

CONNECT. ENGAGE. SUCCEED.

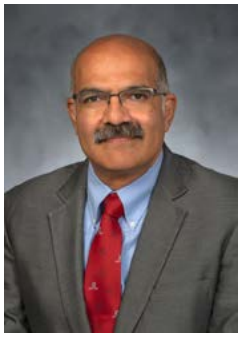
SACRAMENTO STATE

Redefine the Possible

2022 – 2024

MESSAGE FROM THE DEAN

Dear New Business Student:



Welcome to the College of Business at California State University, Sacramento! We are excited that you are joining us, and we look forward to working closely with you.

The College of Business (COB) has been accredited by the Association to Advance Collegiate Schools of Business (AACSB) since 1963, and recently was re-accredited for another five years. When a school maintains AACSB Accreditation, a clear message is sent to all its stakeholders (students, parents, guidance counselors, employers, faculty/staff, and other schools) that the entire organization has made a long-term commitment to providing the very best in business education. The College is also wholly committed to diversity, equity and inclusion. Our ultimate goal is to welcome and to help ensure the lifelong success of ALL our students.

The COB offers ten concentrations, and five minors. Students with expressed interest in business and current business majors make up 10% of the student body at Sac State. Our programs continue to grow in popularity on campus, regionally, and statewide We have graduated nearly 40,000 students and over 25,000 alumni remain in the Sacramento region, fueling the success of our vibrant economy. At the same time we have increased our support to students in myriad ways. For example, scholarship amounts awarded to students have more than doubled in the last seven years.

During your time, you will have the opportunity to interact with many excellent faculty and staff members. To get the most out of your time with us, I encourage you to meet with your professors during their office hours and get acquainted with the COB Office of Student Engagement. Be sure to take advantage of academic counseling services available through our COB Undergraduate Business Advising Center (916) 278-2499. You should use the services such as scholarship and internship information, free tutoring, professional development opportunities, and job assistance throughout your academic career.

To learn more about our programs and services, log on to our website, csus.edu/cob.

Please feel free to stop by my office to introduce yourself, or share your thoughts with me via email at cob@csus.edu or by calling (916) 278-6578.

JAYDEEP BALAKRISHNAN | INTERIM DEAN
College of Business

Name _____

COLLEGE OF BUSINESS

New Student Guidebook

2022 – 2024

This handbook is provided by the

Office of Student Engagement

Undergraduate Business Advising Center

California State University, Sacramento

SACRAMENTO STATE
COLLEGE OF BUSINESS

SACRAMENTO STATE IMPORTANT WEBSITES

OFFICE OF STUDENT ENGAGEMENT

www.csus.edu/cob/ose

- Advising Appointments
- Forms
- Minor Information
- Scholarship Information
- Student Clubs
- Degree Requirements
- Internships
- Office Hours
- Special Events
- Tutoring

SAC STATE HEALTH & COUNSELING SERVICES

www.csus.edu/shcs

- Individual Counseling
- Optometry
- Physical Exams
- Workshops/Classes
- Group Counseling
- Pharmacy
- Walk-In Urgent Care Center

COMMUNITY COLLEGE EQUIVALENCIES

www.assist.org

SAC STATE MATH DIAGNOSTIC EXAMS

www.csus.edu/math

SAC STATE ACADEMIC ADVISING

www.csus.edu/acad

- Advising Resources
- GPA Calculator
- General Education Advising
- Reinstatement Process

SAC STATE UNIVERSITY REGISTRAR

www.csus.edu/registrar

- Graduation Advising
- Transfer Credit
- Transcripts
- University Forms

SAC STATE CAREER CENTER

www.csus.edu/careercenter

- Career Counseling
- Job Searches
- Internships
- Resume Help

SAC STATE STUDENT SERVICE CENTER

www.csus.edu/ssc

- Financial Aid
- Bursar's Office

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The material in this booklet is intended only as a guide and is subject to change. Please check your university catalog and/or consult with a UBAC Academic Counselor for information regarding program changes.

CONTACT INFORMATION

Undergraduate Business Advising Center **csus.edu/cob/ose**	(916) 278-BIZZ (2499)	Tahoe Hall 1030
Office of Student Engagement **csus.edu/cob/ose**	(916) 278-BIZZ (2499)	Tahoe Hall 1030
Office of the Associate Dean for Academic Programs	(916) 278-6463	Tahoe Hall 2028
Office of the Associate Dean for Faculty and Research	(916) 278-5577	Tahoe Hall 2108
Office of the Dean	(916) 278-6578	Tahoe Hall 1010

Office of Student Engagement

Undergraduate Business Advising Center

TAHOE HALL 1030

(916) 278-BIZZ (2499)

cob-ugrad@csus.edu

Have a question? Check our website!

csus.edu/cob/ose

UNDERGRADUATE BUSINESS ADVISING CENTER

UNDERGRADUATE BUSINESS ADVISING CENTER (UBAC)

The UBAC serves undergraduate business administration students in the College of Business with all aspects of program advising, career advising coordination, graduation application approval and clearinghouse activities relating to most types of petitions. All undergraduate students majoring or minoring in Business Administration should obtain early advice from the UBAC on program requirements and the proper sequence of courses.

Advising

Advising in the COB is a dual activity between the UBAC and the College's faculty. For answers relating to the Computer Literacy, Lower Division Business Requirements, and Major Program Requirements, or to the College's policies and procedures, please see the UBAC website, **csus.edu/cob/ose**. Questions relating to concentrations, course selection within the concentrations, and career information should be addressed to your faculty advisor (the list of advisors is available in the UBAC office and on the UBAC website).

It is recommended that you thoroughly familiarize yourself with the university catalog that you are assigned. Used properly, you will find it a valuable tool as you proceed through your program. You should maintain your personal academic records, such as transcripts and any documents pertinent to your education, in your own academic file.

The UBAC is located in Tahoe Hall, 1030.

Phone: (916) 278-BIZZ (2499)

csus.edu/cob/ose

Policies and procedures for the COB can be found on the UBAC website: go to **csus.edu/cob/ose** and click on the Forms link.

Transfer Credit for Business Courses

The Academic Counselors in the UBAC evaluate business students' academic records to determine course transfer credit. When you submit unofficial copies of your college transcripts to the UBAC, your records will be evaluated and you will be sent a Business Program Review, indicating credit for Business Administration courses.

College of Business

The College of Business offers a broad, professional education in business. Students working toward the Bachelor of Science degree will select one or more of the following concentrations:

- Accountancy
- Business Analytics
- Entrepreneurship
- Finance
- General Management
- Human Resources and Organizational Behavior
- International Business
- Management Information Systems
- Marketing
- Supply Chain Management

Requirements for the major and other specific coursework are presented in the University catalog.

Impaction

The Business Administration major has been impacted since Fall 2011. Refer to **www.csus.edu/cob/ose** and click on "Applying to the Impacted Business Major" for more information.

Information contained in this Guidebook regarding academic policies and requirements is based on the 2022-2024 Sacramento State Catalog.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

A minimum of 120 units is required to graduate with a Bachelor of Science in Business Administration degree. In addition to fulfilling all the requirements for the major, students must also complete General Education and other graduation requirements. Specific curriculum requirements are determined by each student's catalog rights.

The information presented here reflects the requirements for students under the 2020–2022 catalog. Unless otherwise noted, all courses are 3 units each. Lower division business requirements, major core and concentration sections must each have a GPA of 2.0 or higher. All courses in these sections must be completed with a minimum grade of "C-" (Math 24 must be completed with a minimum grade of "C") and must be passed by the third attempt. If a course is passed on the third attempt, then the second and third grades are averaged in the section's GPA. Currency policies may also affect a student's progression towards the degree. Refer to **csus.edu/cob/ose** and click on Forms link to view the complete Academic Policies and Procedures document for the College of Business. Freshman and transfer students admitted to the College of Business enter with Expressed Interest in Business.

Students with an Expressed Interest in Business must (1) demonstrate computer literacy, and (2) complete lower division business courses and be formally admitted to the business major before they are eligible to enroll in 100-level business courses. Official articulation information for lower division courses taken at a California community colleges is available at assist.org. The computer literacy requirement may be satisfied by completing MIS 10 or equivalent coursework.

Please visit csus.edu/cob/ose for information on the admission process to the upper division major.

LOWER DIVISION BUSINESS REQUIREMENTS (23 UNITS)

Course	Grade	Institution/ Semester Taken	Equivalent Course	Prerequisites/Notes
ACCY 1 – Accounting Fundamentals				
ACCY 2 – Managerial Accounting				ACCY 1
ECON 1A – Introduction to Macroeconomics				
ECON 1B – Introduction to Microeconomics				
MATH 24 – Modern Business Mathematics				Diagnostic Exam
MGMT 10 – Introduction to Business Law				
MIS 10 – Business Applications (Excel) - 2 Units				
STAT 1 – Introduction to Statistics				Diagnostic Exam

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

UPPER DIVISION MAJOR REQUIREMENTS (24 UNITS)

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
The following course are open to students who have an expressed interest in business and who have completed the lower division business requirements:				
DS 101 – Intro to Business Analytics				MATH 24, STAT 1
HROB 101 – Mgmt of Contemporary Org				Junior standing
MGMT 102 – Business Communication				ENGL 20 and junior standing
Students must be approved into the upper division business major in order to enroll in the following courses:				
FIN 101 – Business Finance				
MKTG 101 – Principles of Marketing				
OPM 101- Operations Management				DS 101; concurrent enrollment ok
MIS 101 – Computer Info Systems for Management				
GM 105 – Strategic Management				DS 101, HROB 101, MGMT 102, FIN 101, MKTG 101, OPM 101

CONCENTRATIONS (18 – 24 units)

Accountancy (24 units)

Business Analytics (21 units)

Entrepreneurship (18 units)

Finance – General Finance Option (21 units)

Finance – Financial Planning Option (21 units)

Finance – Real Estate Option (21 units)

Finance – Risk Management Option (21 units)

General Management (21 units)

Mgmt Human Resources & Org Behavior (18 units)

International Business (21 units)

Management Information Systems (24 units)

Marketing (21 units)

Supply Chain Mgmt (21 units)

BUSINESS ADMINISTRATION CONCENTRATIONS

The Bachelor of Science in Business Administration offers a broad, professional education in business. A minimum of 120 units are required. All students must complete computer literacy, lower division business courses and major core requirements which provide a general foundation in business. Students must select at least one field of study from ten concentrations to individualize their programs. The Finance concentration has sub-plans that students can follow. Please note that the sub-plan for the concentration will not appear on your diploma or transcripts. Only the actual concentration name will be listed. The following 13 pages will give a list of requirements for each of the Business Administration concentrations and specific options.

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- Financial Planning Option
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ACCOUNTANCY

Accountancy Concentration (24 Units)

The Accountancy concentration provides conceptual and practical knowledge to graduates who will prepare, report, and analyze economic and financial information. Students selecting this concentration prepare to become CPA firm partners, chief financial officers, controllers, tax consultants, or auditors. Graduates in Accountancy are qualified to become a CPA, CIA, or CMA.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required Accounting Courses:				
ACCY 111 – Intermediate Accounting I				
ACCY 112 – Intermediate Accounting II				ACCY 111
ACCY 121 – Cost Accounting				
ACCY 131 – Survey of Auditing, Attest & Assurance				ACCY 111, 112
ACCY 171 – Federal Tax Procedures I				
Elective Courses - Select three courses from the following:				
ACCY 113 – Intermediate Accounting III				ACCY 111
ACCY 117 – Advanced Accounting				ACCY 111, ACCY 112
ACCY 122 – Advanced Management Accounting				ACCY 121
ACCY 132 – Accounting Ethics & Professional Responsibilities				ACCY 111, ACCY 112; co-requisite ACCY 131
ACCY 143 – Accounting and Audit Analytics				AIS 141; co-requisite ACCY 131
ACCY 161 – Government & Nonprofit Accounting				ACCY 111
ACCY 172 – Federal Tax Procedures II				ACCY 171
ACCY 190 – International Accounting				ACCY 111
ACCY 199 – Special Problems in Accountancy				Petition Required
AIS 141 – Accounting Information Systems				

BUSINESS ANALYTICS

Business Analytics Concentration (21 Units)

The Business Analytics concentration prepares students to connect data and models to substantive business problems so better business decisions can be made. The program focuses on using quantitative approaches to improve decision making and performance in business. To better understand business situations, students focus on collecting and analyzing data, drawing on computer technology, statistics, machine learning, and applied mathematics. The program covers database, data visualization tools and techniques, statistical modeling, data mining, optimization, simulation, and their applications in business disciplines such as accounting, finance, human resources, insurance, management and marketing.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required Courses (9 units):				
DS 110 – Data Mining for Business Analytics				DS 101 or STAT 103 or ENGR 115
DS 115 – Management Science Techniques				DS 110
MIS 183 – Business Intelligence Applications				
Elective Courses (12 units) - Select FOUR courses from the following:				
FIN 136 – Modern Portfolio Management				FIN 101
MIS 15 – Introduction to Business Programming				
MIS 150 – Database Systems for Business				
FIN 160 – Student Investment Fund Management (effective Fall 2023)				FIN 134, 135 or 136 with B- or higher grade or FIN 101 with A- or higher grade.
MIS 163 – Business Process Engineering and ERP Configuration				
MIS 171 – Enterprise Resource Planning Systems				MIS 101
MKTG 115 – Marketing Analytics				MKTG 101, and DS 101 or MKTG 121
MKTG 121 – Marketing Research and Information				MKTG 101 and DS 101 (DS 101 may be taken concurrently)
MKTG 130 – Digital Marketing				MKTG 101
MKTG 188 – Supply Chain Modeling and Analysis				OPM 101

ENTREPRENEURSHIP

Entrepreneurship Concentration (18 Units)

The Entrepreneurship concentration provides students with the opportunity to gain better understanding of entrepreneurial activities and strategies within organizations. In addition, the concentration supports a growing demand within the business community to develop students with entrepreneurial skills that will enable them to be more effective in organizations that create new ventures, spin-offs, mergers and other entrepreneurial activities.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/ Notes
Required Entrepreneurship Courses:				
ENTR 185 – Venture Growth Strategies				ENTR 187 or 189
ENTR 187 – Entrepreneurship				
ENTR 189 – Corporate Entrepreneurship				
Elective Courses - Select three courses from the following:				
ACCY 111 – Intermediate Accounting				
ACCY 121 – Cost Accounting				
FIN 134 – Financial Management				FIN 101
FIN 135 – Investments				FIN 101
FIN 136 – Modern Portfolio Management				FIN 101
FIN 137 – Financial Institutions & Markets				FIN 101
FIN 138 – Risk Management & Insurance				
FIN 190 – Multinational Business Finance				FIN 101
HROB 151 – Mgmt of Human Resources				
HROB 155 – Conflict Mgmt & Negotiations				
IBUS 180 – Sustainability Business in Global Economy				
IBUS 190 – International Business				
MKTG 121 – Marketing Research & Info				MKTG 101; co-requisite DS 101
MKTG 126 – Salesmanship				
MKTG 129 – Marketing Management				MKTG 101
MKTG 160 – Principles of Quality Management				
MKTG 181 – Supply Chain Logistics Management				OPM 101
MKTG 188 – Supply Chain Modeling & Analysis				OPM 101
MKTG 190 – Multinational Marketing				MKTG 101

FINANCE

Finance Concentration (21 Units)

General Finance Option

The Finance concentration with the General Finance Option emphasizes a conceptual and applied approach to the development of professional skills necessary for careers in banking, investments, corporate financial management, and financial planning and services. Emphasis is given to the roles played by financial markets and intermediaries, corporations, governments and individual investors in the global economy.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Finance Courses:				
FIN 134 – Financial Management				FIN 101
FIN 135 – Investments				FIN 101
FIN 136 – Modern Portfolio Management				FIN 101
FIN 137 – Financial Institutions & Markets				FIN 101
FIN 190 – Multinational Business Finance				FIN 101
Group B: Electives – Select 6 Units from the following:				
ACCY 171 – Federal Tax Procedure I				
ACCY 190 – International Accounting				
ECON 100A – Intermediate Macroeconomics				ECON 1A, ECON 1B and MATH 24
ECON 100B – Intermediate Microeconomics				ECON 1B and MATH 24
ECON 192 – International Finance				ECON 1A, ECON 1B and MATH 24
FIN 138 – Principles of Risk Mgmt & Insurance				
FIN 139 – Business Property & Liability Insurance				FIN 138
FIN 140 – Employee Benefits				FIN 138
FIN 142 – Real Estate Finance				FIN 19 or FIN 101 or ACCY 121 or ENGR 140
FIN 143 – Real Estate Investments				FIN 19 or FIN 101 or ACCY 121 or ENGR 140
FIN 160 – Student Investment Fund Management				FIN 135 with B- or higher grade*
MKTG 115 - Marketing Analytics				MKTG 101; and either DS 101 or MKTG 121
MKTG 126 - Salesmanship				

*Effective Fall 2023 prerequisites will change to FIN 134, 135 or 136 with B- or higher grade or FIN 101 with A- or higher grade.

FINANCE

Finance Concentration (21 Units)

Financial Planning Option

The Finance concentration with the Financial Planning Option prepares students for careers in the financial services industry, including financial planning, personal insurance and risk management, portfolio management, security brokerage, investment management, personal banking and employee benefits/retirement plans administration. Students who successfully complete the Finance concentration with the Financial Planning Option fulfill the education component for obtaining the CFP® certification and are eligible to sit for the CFP® Certification Examination.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Finance Courses:				
ACCY 171 – Federal Tax Procedures I				
FIN 135 – Investments				FIN 101
FIN 136 – Modern Portfolio Management				FIN 101
FIN 138 – Principles of Risk Mgmt & Insurance				
FIN 140 – Employee Benefits				FIN 138
FIN 150 – Professional Financial Planning*				ACCY 171, FIN 135, FIN 136, FIN 138, FIN 140; FIN 136 and/or FIN 140 may be taken concurrently
Group B: Electives – Select 3 Units from the following:				
FIN 134 – Financial Management				FIN 101
FIN 139 – Business Property & Liability Insurance				FIN 138
FIN 160 – Student Investment Fund Management				FIN 135 with B- or higher grade**
FACS 141 – Family Finance				

*Course typically offered Spring semester only
**Effective Fall 2023 prerequisites will change to FIN 134, 135 or 136 with B- or higher grade or FIN 101 with A- or higher grade.

FINANCE

Finance Concentration (21 Units)

Real Estate and Land Use Affairs Option

The Finance concentration with the Real Estate and Land Use Affairs Option prepares students for careers in the real estate industry, including governmental and private positions relating to planning, environmental regulation, and finance; positions with lending institutions; positions in public and private corporations concerned with investment, site location, eminent domain; and positions related to the marketing or sales and brokerage of real estate..

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Finance Courses:				
FIN 134 – Financial Management				FIN 101
FIN 135 – Investments				FIN 101
FIN 142 – Real Estate Finance				FIN 19 or FIN 101 or ACCY 121 or ENGR 140
FIN 143 – Real Estate Investments				FIN 19 or FIN 101 or ACCY 121 or ENGR 140
FIN 149 – Current Topics in Real Estate				FIN 19 or FIN 101
Group B: Electives – Select 6 units from the following:				
ECON 180 – Urban Economics				ECON 1B
FIN 19 – Real Estate Principles				
FIN 136 – Modern Portfolio Management				FIN 101
FIN 137 – Financial Institutions & Markets				FIN 101
FIN 139 – Business Property & Liability Insurance				FIN 138
FIN 141 – Managerial Real Estate Law				FIN 19
FIN 144 – Real Estate Market Analysis				FIN 19 or FIN 101
FIN 145 – Real Estate Development and Land Use				FIN 19 or FIN 101
FIN 160 – Student Investment Fund Management				FIN 135 with B- or higher grade*

*Effective Fall 2023 prerequisites will change to FIN 134, 135 or 136 with B- or higher grade or FIN 101 with A- or higher grade.

FINANCE

Finance Concentration (21 Units)

Risk Management and Insurance Option

The Finance concentration with the Risk Management and Insurance Option prepares students to analyze and effectively manage risk exposures of profit and non-profit entities. Graduates with this emphasis find a variety of career opportunities available to them as risk managers and employee benefit specialists in the private business sector, as well as the state and local government.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Finance Courses:				
FIN 134 – Financial Management				FIN 101
FIN 135 – Investments				FIN 101
FIN 138 – Prin of Risk Management & Insurance				
FIN 139 – Business Property & Liability Insurance				FIN 138
FIN 140 – Employee Benefits				FIN 138
Group B: Electives – Select 6 units from the following:				
ACCY 171 – Federal Tax Procedures I				
FIN 136 – Modern Portfolio Management				FIN 101
FIN 137 – Financial Institutions & Markets				FIN 101
FIN 142 – Real Estate Finance				FIN 19 or ACCY 121 or FIN 101 or ENGR 140
FIN 160 – Student Investment Fund Management				FIN 135 with B- or higher grade*
FIN 190 – Multinational Business Finance				FIN 101
PUBH 108 – Occupational Health & Safety				PUBH 100
PUBH 109 – Cause & Control of Occupational Loss				PUBH 100
PUBH 110 – Issues in Occupational Health & Safety				PUBH 100
HROB 153 – Employment Law				
IBUS 190 – International Business				

*Effective Fall 2023 prerequisites will change to FIN 134, 135 or 136 with B- or higher grade or FIN 101 with A- or higher grade.

GENERAL MANAGEMENT

General Management Concentration (21 Units)

The General Management concentration permits a focus upon the skills of the manager, whether the manager is an entrepreneur or operating at the corporate or business level, with emphasis on the skills of decision making as taught through various pedagogical methods such as the case studies, simulations, term projects and traditional lectures/seminars. A General Management perspective integrates accounting, finance, marketing, human resources and project management policies in relation to the business/industry environments. Therefore, managerial skills in planning, organizing, and controlling are highly transferable within private industry and within the public and nonprofit sector as well, thus permitting a wide variety of career goals.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required General Management Courses:				
ENTR 187 – Entrepreneurship				
IBUS 190 – International Business				
GM 170 – Fundamentals of Business Strategy				HROB 101, FIN 101, MKTG 101, and OPM 101
Elective courses; 12 units (select four courses from four different areas)				
Accountancy				
ACCY 121 – Cost Accounting				
Finance				
FIN 134 – Financial Management				FIN 101
FIN 135 – Investments				FIN 101
FIN 138 – Principles of Risk Management & Insu				
Human Resources/Org Behavior				
HROB 151 – Management of Human Resources				
HROB 152 – Management Skills Seminar				HROB 101; HROB 151 recommended
HROB 157 – Labor Relations				
MGMT 117 – Business, Ethics & Society				Passing WPJ score or ENGL 109
Marketing				
MKTG 115 - Marketing Analytics				MKTG 101; and either DS 101 or MKTG 121
MKTG 121 – Marketing Research & Information				MKTG 101; co-requisite: DS 101
MKGT 123 – Public Relations & Ethics in Business				
MKTG 124 – Retail Management				MKTG 101
MKTG 125 – Advertising				MKTG 101
MKTG 126 – Salesmanship				
MKTG 127 – Sales Management				MKTG 101
MKTG 129 – Marketing Management				MKTG 101
Supply Chain Management				
MKTG 160 – Principles of Quality Management				
MKTG 181 – Supply Chain Logistics Management				OPM 101
MKTG 186 – Adv Operations Planning & Control				OPM 101
MKTG 188 – Supply Chain Modeling & Analysis				OPM 101
Entrepreneurship & International Business				
IBUS 180 – Sustainability Business in Global Econ				
ENTR 185 – Venture Growth Strategies				(ENTR 187 or ENTR 189)
ENTR 189 – Corporate Entrepreneurship				

MANAGEMENT OF HUMAN RESOURCES AND ORGANIZATIONAL BEHAVIOR

Management Of Human Resources & Organization Behavior Concentration (18 units)

The Human Resources and Organizational Behavior concentration develops skills and disseminates knowledge concerned with the management and utilization of human resources which meet the needs of individuals and organizations in the private, public, and nonprofit sectors. This area of study is intended for students interested in the fields of compensation and benefits management, industrial and labor relations, management training and development, and organizational behavior.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required Human Resource/Organizational Behavior Courses:				
HROB 151 – Management of Human Resources				
HROB 152 – Management Skills Seminar				HROB 101; HROB 151 recommended
HROB 153 – Employment Law				
HROB 154 – Strategic Human Resource Mgmt				HROB 151, 152, 153
Elective – Select 6 units from the following:				
HROB 155 – Conflict Management & Negotiation				
HROB 156 – Current Trends & Emerging Issues				
HROB 157 – Labor Relations				
HROB 158 – Special Topics in Human Resources				
HROB 159 – Special Topics in Org Behavior				
MGMT 117 – Business, Ethics & Society				Passing WPJ score or ENGL 109
With permission of their advisor, students may also elect to take one of the following in the elective category:				
ECON 150 – Labor Economics				ECON 1A, ECON 1B, MATH 24
FIN 140 – Employee Benefits				FIN 138
MKTG 160 – Principles of Quality Management				
PSYC 169 – Industrial Psychology				PSYC 2, 8

INTERNATIONAL BUSINESS

International Business Concentration (21 Units)

The International Business concentration is designed to prepare students for a career in business by providing broad exposure to the areas of international business, competency in a functional area of business, and awareness of foreign cultural differences.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required International Business Courses:				
FIN 190 – Multinational Business Finance				FIN 101
IBUS 190 – International Business				
MKTG 190 – Multinational Marketing				MKTG 101
Select one course from the following:				
ACCY 190 – International Accounting				
ENTR 187 – Entrepreneurship				
IBUS 180 – Sustainability Business in Global Economy				
Area of Emphasis – Select 9 units from <u>one</u> of the following areas:				
Accounting – ACCY 111, ACCY 121, ACCY 171				
Economics – ECON 190, ECON 192, ECON 193, GEOG 141				
Finance – FIN 134, FIN 135, FIN 136, FIN 137, FIN 138				
Human Resource Management/Organization Behavior – HROB 151, HROB 155, HROB 156, HROB 157				
Marketing - MKTG 121, MKTG 122, MKTG 123, MKTG 125, MKTG 126, MKTG 129				
Supply Chain Management – MKTG 160, MKTG 181, MKTG 186, MKTG 188				
Sustainability Business – Please see catalog for list of courses.				
Foreign Language – 9 units upper division language approved by IBUS faculty coordinator.				
Overseas University Study – 9 units upper division overseas university study approved by IBUS faculty coordinator.				
Special Emphasis – Other area of emphasis approved by IBUS faculty coordinator.				
Elective:				
Elective:				
Elective:				

MANAGEMENT INFORMATION SYSTEMS

Management Information Systems Concentration (24 Units)

The Management Information Systems concentration provides the analytical framework and methodology to analyze, design, implement, and manage complex computer-based information/decision systems. Information is recognized as a resource and is the common link binding the elements of an organization together. As organizations grow in size and complexity, the need for better and timelier information and for improved decision making techniques becomes critical for effective management.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Required Management Information Systems Courses:				
MIS 15 – Introduction to Business Programming				
MIS 140 – Business Data Communication				
MIS 150 – Database Systems for Business				
MIS 160 – Systems Development Life Cycle				MIS 101, MGMT 102
MIS 161 – Information Systems Practicum				MIS 15, MIS 150, MIS 160
MIS 170 –Information Systems Security				MIS 140
Elective Courses – Select two courses from the following:				
BUS 162 – Project Management				MGMT 102
DS 115 – Management Science Techniques				DS 110
GEOG 109 – Geographic Information Systems				
MIS 120 – Advanced Object-Oriented Business Programming				MIS 15
MIS 122 – Object-Oriented Program for Business in Java				MIS 15 or CSC 15
MIS 124 – Web Development for Business Applications				MIS 120
MIS 125 - Mobile Business Application Development				MIS 15
MIS 163 – Business Process Engineering & ERP Configuration				
MIS 171 – Enterprise Resource Planning Systems				MIS 101
MIS 181 – Machine Learning Applications in Business				DS 101 & MIS 150 or MIS 151
MIS 182 – Topics in MIS				MIS 150, MIS 160
MIS 183 – Business Intelligence Applications				
MIS 194 – Cooperative Education Experience in MIS				MIS 160, minimum Sac State overall GPA of 2.75

MARKETING

Marketing Concentration (21 Units)

The Marketing concentration emphasizes the conceptual understanding and development of professional skills essential to marketing-oriented careers in advertising, public relations, product and service management, retail management, international marketing, marketing research, and sales. Consideration is given to the role of marketing in the global economy.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Marketing Courses:				
MKTG 121 – Marketing Research & Information				MKTG 101; co-requisite: DS 101
MKTG 122 – Buyer Behavior				MKTG 101
MKTG 129 – Marketing Management				MKTG 101, senior standing
Electives from Group B and Group C (12 units)				
Group B: Select at least 9 units from the following:				
MKTG 115 – Marketing Analytics				MKTG 101; and either DS 101 or MKTG 121
MKTG 123 – Public Relations & Ethics in Business				
MKTG 124 – Retail Management				MKTG 101
MKTG 125 – Advertising				MKTG 101
MKTG 130 - Digital Marketing				MKTG 101
MKTG 140 – Sports Marketing				MKTG 101
MKTG 181 – Supply Chain Logistics Mgmt				OPM 101
MKTG 190 – Multinational Marketing				MKTG 101
Group C: Select no more than 3 units from the following				
BUS 162 - Project Management				MGMT 102
ENTR 187 – Entrepreneurship				
FIN 134 – Financial Management				FIN 101
IBUS 190 – International Business				
MKTG 160 – Principles of Quality Management				
MKTG 199 – Special Problems in Marketing				Petition Required

SUPPLY CHAIN MANAGEMENT

Supply Chain Management (21 Units)

The curriculum in the Supply Chain Management concentration is concerned with the organization, methods, and language utilized in managing production/operations systems which provide goods or services. Students who select the Supply Chain Management concentration are provided with a well-balanced program of qualitative and quantitative subject matter, as well as an appreciation of the human element in organizations; therefore, graduates are qualified for first-level line or staff positions in production/operations systems for manufacturing, service or government organizations.

Course	Grade	Institution/Semester Taken	Equivalent Course	Prerequisites/Notes
Group A: Required Marketing Courses:				
MKTG 121 – Marketing Research & Information				MKTG 101; co-requisite DS 101
MKTG 160 – Principles of Quality Management				
MKTG 181 – Supply Chain Logistics Management				OPM 101
Electives from Group B and Group C (12 units)				
Group B: Select at least 9 units from the following:				
MKGT 129 – Marketing Management				MKTG 101
MKTG 186 – Adv Operations Planning & Control				OPM 101
MKTG 188 – Supply Chain Modeling & Analysis				OPM 101
MKTG 190 – Multinational Marketing				MKTG 101
Group C: Select no more than 3 units from the following				
ACCY 121 – Cost Accounting				
ACCY 122 – Advanced Management Accounting				ACCY 121
ACCY 190 – International Accounting				
BUS 162 - Project Management				MGMT 102
DS 115 – Management Science Techniques				DS 110
GM 170 – Fundamental of Business Strategy				HROB 101, FIN 101, MKTG 101, OPM 101
HROB 155 – Conflict Management & Negotiation				
IBUS 190 – International Business				
MIS 163 – Business Process & ERP Configuration				
MIS 171 – ERP Systems				MIS 101
MKTG 115 - Marketing Analytics				MKTG 101; and either DS 101 or MKTG 121
MKTG 124 – Retail Management				MKTG 101
MKTG 130 - Digital Marketing				MKTG 101
MKTG 199A – Special Prob in Supply Chain Mgmt				Petition Required

CAREER POSSIBILITIES

Accountancy
- Account Executive
- Accountant
- Auditor
- Bank Examiner
- Budget Analyst
- Budget Officer
- Certified Management Accountant
- Certified Internal Auditor
- Certified Public Accountant
- Chief Financial Officer
- Controller
- Cost Accountant
- Cost Analyst
- Credit Manager
- Estate Planner
- FBI Agent
- Franchise Tax Board Agent
- Government Auditor
- Internal Auditor
- Internal Revenue Service Agent
- Investment Analyst
- Loan Officer
- System Auditor
- Tax Accountant
- Tax Consultant
- Treasurer

Business Analytics
- Analytics Researcher
- Analytics Analyst
- Analytics Manager
- Analytics Specialist
- Business Analytics Manager
- Business Intelligence Analyst
- Business Systems Analyst
- Consultant
- Data Analytics Manager
- Data Analyst
- Data Engineer
- Data Scientist
- Decision Analytics Consultant
- Program Data Analyst
- Quantitative Analytics Specialist
- Research Data Analyst
- Social Media Analyst

Entrepreneurship
- Business Development Manager
- Family Business Owner/Manager
- Financial Services Advisor/Manager
- Franchised Bus Owner/Manager
- Insurance Agency Owner/Manager
- Management Analyst
- Management Consultant
- New Venture Founder/Manager
- Non-Profit Org Founder/Manager
- Product Manager
- R&D Manager
- Realtor/Real Estate Manager
- Sales Representative
- Small Business Owner/Manager

Finance (General Option)
- Bank Examiner
- Banking Consultant
- Budget Analyst
- Collections Officer
- Commodity Broker
- Controller
- County Treasurer Auditor
- Economic Analyst
- Escrow Officer
- Estate Planner
- Finance Administrator
- Financial Consultant
- Financial Operations Officer
- Financial Planner
- Financial Statistician
- Insurance Examiner
- Loan Officer
- Securities Analyst
- Treasurer
- Treasurer

Finance (Financial Planning Option)
- Account Executive
- Bank Trust Officer
- Employee Benefit Specialist
- Estate Planner
- Financial Planner
- Financial Advisor/Consultant
- Income Tax Consultant
- Life Insurance Agent
- Personal Banker
- Retirement Plan Administrator
- Sales Representative
- Stock Broker

Finance (Real Estate & Land Use Option)
- Appraiser
- Asset Manager
- Assessor
- Commercial Brokerage
- Contractor/Builder
- Escrow Officer
- Investment Analyst
- Land Developer
- Land Use Planner
- Leasing Manager
- Leasing Representative
- Lease Negotiator/Site Selection
- Mortgage Loan Counselor
- Planning Commissioner
- Property Manager
- Real Estate Broker
- Real Estate Lending Officer
- Real Estate Market Research Analyst
- Real Estate Securities Analyst
- Real Estate Syndicator
- Right of Way Agent
- Site Feasibility Consultant
- Title Officer

Finance (Risk Management and Insurance Option)
- Account Executive
- Actuary
- Claims Investigator
- Commodity Broker
- Compensation Insurance Executive
- Disability Insurance Officer
- Employee Benefits Specialist
- Estate Planner
- Insurance Account Executive
- Insurance Examiner
- Insurance Officer
- Life Underwriter
- Realty Consultant
- Sales Representative
- Title Officer

CAREER POSSIBILITIES *continued*

General Management
- Administrative Analyst
- Business Manager
- Bank Manager
- Credit Analyst
- Management Analyst
- Management Consultant
- Office Manager
- Real Estate Manager
- Sales Representative
- Small Business Entrepreneur
- Strategic Planner

Mgmt of Human Resource & Organizational Behavior
- Business Executive
- Career Development Specialist
- Human Resources Manager
- Industrial Relations Manager
- Labor Negotiator
- Long-range Planner
- Management Analyst
- Mgmt and Business Consultant
- Manpower Planning Specialist
- Org Development Consultant
- Personnel Analyst
- Personnel Develop Consultant
- Personnel Manager
- Recruitment Manager
- Small Business Owner
- Work Design Analyst

International Business
- Banking Manager
- Economic-Financial Consultant
- Foreign Branch Officer
- Import/Export Agent
- Import/Export Operations Manager
- International Marketing Manager
- Management Consultant
- Multinational Operations Executive
- Sales Representative

Management Info Systems
- Business Application Programmer
- Business IT Analyst
- Database Specialist
- End-User IT Consultant
- EPR Analyst
- Information Systems Auditor
- Information Systems Security Adm
- IT Administrator
- IT Technical Writer
- Network Administrator
- SAP Administrator
- Software Specialist
- Systems Administrator
- Web Application Developer

Marketing
- Advertising Analyst
- Customer Relations Manager
- Direct Marketing Manager
- E-Commerce Analyst
- Logistics Manager
- Manufacturer's Representative
- Marketing Analyst
- Market Research Analyst
- Marketing Manager
- Merchandising Manager
- Product Manager
- Public Opinion Specialist
- Public Relations Specialist
- Research/Development Director
- Retail Store Manager
- Sales Manager
- Sales Representative
- Sports Promotion Director

Supply Chain Management
- Business Analyst
- Category Manager
- Commodity Manager
- Control Analyst
- Distribution Manager
- Facility Planner
- Import/Export Agent
- Inventory Manager
- Logistics Consultant
- Logistics Manager
- Maintenance Manager
- Materials Planner
- Operations Analyst
- Operations Consultant
- Operations Manager
- Process Analyst
- Procurement Specialist
- Production Manager
- Production Planner/Scheduler
- Productivity Analyst
- Project Manager
- Purchasing Manager
- Quality Manager
- Retail Manager
- Safety Manager
- Service Manager
- Sourcing Leader
- Supply Chain Consultant
- Supply Chain Manager
- Systems Analyst
- Systems Manager
- Warehouse Manager

Students are encouraged to visit the Sacramento State Career Center (Lassen 1013) for detailed job description information.

SAMPLE FOUR-YEAR PLAN (for a 21-unit concentration)

In order to complete the requirements for a Bachelor of Science degree in Business Administration (120 units), students must take an average of 15 units per semester for four years. Below is a sample plan for incoming freshman, as well as a two-year program for transfer students entering as juniors and formally admitted into the program. Electives will vary depending on the number of units each individual has to be complete at the time s/he enters Sacramento State. Transfer students will be assisted at orientation in determining their Catalog rights for General Education and graduation purposes; students should check with Academic Counselors in the Undergraduate Business Advising Center to determine their catalog rights for their major and concentration(s) Students are also responsible for fulfilling their GE requirements and any additional graduation requirements. Refer to the Catalog for information on course pre-requisites, the English Placement Test (EPT), the Entry-Level Mathematics (ELM), the Second-Semester Composition Course (ENGL 20), the Writing Placement for Juniors (WPJ), the Race and Ethnicity in American Society, and the Writing Intensive. Students graduating with a Bachelor of Science degree in Business Administration are exempt from the University's Foreign Language Proficiency requirement. Please note that the four-year plan does not include any Learning Skills/preparatory.

COMPUTER LITERACY REQUIREMENT

All students with an expressed interest in business must demonstrate computer literacy prior to taking 100-level business courses. This requires completing the following course (2 units):

MIS 10 – Business Applications

Freshman – Semester #1

Units	Courses
3	MIS 10
3	GE/Personal Development (Area E)
3	GE/ECON 1B (Area D)
3	GE/Written Communication (Area A2)
3	GE/MATH 24 (Area B5)
15	

Freshman – Semester #2

Units	Courses
3	ACCY 1
3	GE/Oral Communication (Area A1)
3	GE/ECON 1A (Area D)
3	GE/Arts and Humanities (Area C)
3	GE/US History
15	

Sophomore – Semester #1

Units	Courses
3	ACCY 2
3	GE/Science w/o lab (Areas B1/B2)
3	GE/STAT 1 (Area B4)
3	MGMT 10
3	English 20 (Expository Writing)
15	

Sophomore – Semester #2

Units	Courses
3	GE/US Constitution and CA Govt (Area D)
3	GE/GE Science w/Lab (Areas B1/B2)
3	GE/Critical Thinking (Area A3)
3	GE/Introduction to Humanities (Area C2)
3	GE/Introduction to Arts (Area C1)
15	

TRANSFER PLAN

Junior – Semester #1

Units	Courses
3	MKTG 101
3	DS 101
3	MGMT 102
3	HROB 101
3	Elective (if necessary for 120)
15	

Junior – Semester #2

Units	Courses
3	FIN 101
3	OPM 101
3	MIS 101
3	Concentration Requirement
3	GE/100 level Arts and Humanities (Area C)*
15	

Senior – Semester #1

Units	Courses
3	GE/100 level Physical Universe & Its Life Forms (Area B5)*
3	Concentration Requirement
3	Concentration Requirement
3	Concentration Requirement
3	Elective (if necessary for 120)
15	

Senior – Semester #2

Units	Courses
3	GM 105
3	Concentration Requirement
3	Concentration Requirement
3	Concentration Requirement
3	GE/100 level The Individual & Society (Area D)*
15	

* Nine (9) units of upper-division are required in General Education. Three (3) of the nine (9) upper-division units must be in Writing Intensive.

SCHEDULE WORKSHEET

Monday	Tuesday	Wednesday	Thursday	Friday
8:00	8:00	8:00	8:00	8:00
9:00	9:00	9:00	9:00	9:00
10:00	10:00	10:00	10:00	10:00
11:00	11:00	11:00	11:00	11:00
12:00	12:00	12:00	12:00	12:00
1:00	1:00	1:00	1:00	1:00
2:00	2:00	2:00	2:00	2:00
3:00	3:00	3:00	3:00	3:00
4:00	4:00	4:00	4:00	4:00
Evening Class:	Evening Class:	Evening Class:	Evening Class:	Evening Class:

Note: Most classes last one hour and 15 minutes. Tuesday/Thursday classes do not run on the hour (e.g., the 7:30 a.m. class goes 7:30 - 8:45)

COMPUTING YOUR GRADE POINT AVERAGE

STEP 1

- Write down the grade received and units earned for each course.
- Check the chart for the grade points assigned to each grade.
- Multiply the earned units by the grade points.
- Total the earned hours and quality points.

Course	Grade	Units	X Grade Points	= Quality Points
Engl 1	CR	0.0	0.0	0.0
Math 1	B	3.0	3.0	9.0
Coms 5	B+	3.0	3.3	9.9
Hist 17A	C	3.0	2.0	6.0
Psy 1	A-	3.0	3.7	11.1
TOTAL		12.0		36.0

STEP 2

Divide the quality points by the units to determine the GPA for that individual semester.

Quality Points ÷ Units = GPA

36 12 3.0

STEP 3

To determine overall GPA, total the quality points from current semester and previous semesters. Total the units from current semester and previous semesters. Divide the quality points by the units for cumulative GPA.

Quality Points ÷ Units = GPA

36	12	3.0	(first semester)
36	12	3.0	(second semester)
72 ÷	**24**	**= 3.0**	**(Cumulative GPA)**

Grade	Grade Points
A	4 Points
A-	3.7
B+	3.3
B	3
B-	2.7
C+	2.3
C	2
C-	1.7
D+	1.3
D	1
D-	0.7
F: Failure	0
WU: Unauthorized Incomplete	0
CR: Credit	N/A
NC: No Credit	N/A
I: Incomplete	N/A
W: Withdrawal	N/A

POLICIES AND PROCEDURES

The College of Business has policies and procedures in place that are unique to our college. It is the responsibility of the student to be aware of the policies.
Listed below are three (3) of the more common policies for your information. Please refer to **csus.edu/cob/ose** under Forms button for detailed explanations of the policies below and for a complete list of all COB Academic Standards.

Course Repeat Policy

- College of Business lower division and upper division major requirements may be repeated twice (for a total of three [3] attempts). If a required course is not completed with a minimum C- grade in three attempts, the student may not continue in the
  COB major.
- If a course is attempted three (3) times, the second and third attempt will be averaged in the grade point average (GPA).

Minimum Grade and GPA Requirements

- The minimum acceptable grade for any undergraduate course required for the business administration degree is "C-", except MATH 24 must be completed with a minimum "C" grade.
- A minimum grade point average of 2.0 ("C") is required in each of the following areas: lower division business courses, major core courses, and the concentration courses.

Currency of Knowledge Requirement

- Upper division courses used to satisfy graduation requirements must have been completed within ten (10) years of the date of graduation.
- Students are able to petition the COB Academic Standards Committee for credit for the courses with Currency of Knowledge issues if the student shows extensive experience in the area. The burden rests upon the student to demonstrate how his/her experience satisfies the requirement of currency. Contact the UBAC at (916) 278-BIZZ (2499) for further information, or go to the UBAC website at **csus.edu/cob/ose**.

Reinstatement Policy

Undergraduate Business Administration majors who have been disqualified from the University will not be allowed to enroll in 100-level business courses until they have been reinstated into the business major. In order for students to qualify to petition for reinstatement into the business administration major, they must be in good standing according to University standards. Undergraduate business students seeking reinstatement to the COB must reapply to the major through the impaction process.

OFFICE OF STUDENT ENGAGEMENT

Welcome New Business Students!

The Office of Student Engagement staff welcomes you to the College of Business.

The Office of Student Engagement is open for walk-ins and telephone calls during normal business hours. In addition, you can access our office 24 hours per day through our website and e-mail.

Our goals are to make the Office of Student Engagement a friendly place for you to find out more information about the College of Business and to ensure that you have access to the best resources so that you will be successful when you make the campus to career transition.

We look forward to meeting each of you!

Where to find us:

Office: Tahoe Hall 1030
Phone: (916) 278-BIZZ (2499)
Fax: (916) 278-4979
Web: csus.edu/cob/ose
Email: cobstudentaffairs@csus.edu

Follow us on instagram
COBbizstudents

The College of Business is committed to your **success**. We offer a wide range of student services and programs designed to help both undergraduate and graduate students achieve success.

We offer a **full-service tutoring & study center**. If you want real world business experience, we offer an internship program and the online Business Job Board where over 500 employers post job opportunities for business students.

We recognize our extraordinary students with annual **outstanding student awards**. We offer more than **$150,000** in scholarships each year and invite membership to **Beta Gamma Sigma**, the prestigious honor society for business students.

We communicate with you on a regular basis through our **BizList and monthly BizNews newsletter.** We also establish connections with our newest students through our **First Year Focus and Second Year Success** programs.

We work together with **business student clubs**, collaborate with the business community to provide excellent networking and professional development for business students and support our first generation students with our **BizGen1** program.

We welcome you to our newest student service, the Biz Lounge! A place for all Business students to connect with peers, relax between classes, grab a quick snack, utilize office supplies, and so much more.

OFFICE OF STUDENT ENGAGEMENT

csus.edu/cob/ose

INTERNSHIPS / PART-TIME JOB OPPORTUNITIES
Start your future now with an internship or part-time job! Internships can be a win-win-win situation: get experience, get paid, and get credit. We offer internship listings, as well as resources for part-time employment opportunities both on and off campus.

BUSINESS JOB BOARD
Our online Business Job Board puts you in contact with hundreds of employers who are hoping to hire Sac State business majors! They post internships, co-ops and both full- and part-time jobs with us every week. We keep you updated to the minute; for every new job that is posted, our system sends you an email to let you know that a new opportunity is available. We send these notices through the BizList, so be sure to subscribe soon.

BUSINESS PATHWAY TO SUCCESS
Once a year we bring together top-level business executives from the local business community for Business Pathways to Success. Many once sat in the same classrooms where you now sit and have become successful alumni. This event provides you, the business student, with a unique opportunity to meet, talk with and learn from these successful members of the business community. They come to campus to meet you and share their advice for how you can best prepare for a successful career in business.

SCHOLARSHIPS AND AWARDS
College is a great investment in your future, but that means it's not cheap. We can help you! We offer over 50 scholarships for business students each year. Scholarships range from $300 to $5,000 for an academic year and in addition to helping cover your cost of tuition, it is a great accomplishment when you are recognized for your academic achievements. Applications are available online at our website every year. The application period begins in November and applications are always due in early January for the upcoming year. Each year we award more than $100,000 in scholarships.

OUTSTANDING STUDENT AWARDS AND DEAN'S AWARD
Each year the COB recognizes our very best students by awarding nearly twenty "outstanding student" awards to graduating seniors who have achieved exceptional academic success while also making significant contributions to the campus and community. These students will be recognized each year, along with scholarship recipients and those students who have held leadership roles in the college. Each year the Dean's Award is presented to a truly extraordinary student. This student is also recognized by the President of Sacramento State at the President's Honor Reception, where one student from the university is chosen to receive the President's Honor Medal.

COMMENCEMENT
Graduation may seem a long way off, but it will be here before you know it. The Office of Student Engagement provides information about the ceremony, how to participate, and other important news for graduating seniors.

BIZGEN 1
BizGen1 provides a range of support services to students identified as first generation non-low income business majors to advance the likelihood of your success in attaining a degree by providing services that support you during your academic career. BizGen 1 provides services such as peer-to-peer support, networking, assistance with learning about graduate school options, scholarships and internships, career preparation, academic support and social/networking opportunities within the college.

BUSINESS TUTORING AND STUDY CENTER
Stay ahead of the curve. We offer tutoring for business courses during the Fall and Spring semesters at no charge to the student. We're open Monday - Friday in Tahoe Hall, Room 1006, and all tutoring is on a drop-in basis. For a complete list of tutors and current schedule visit our office in Tahoe Hall 1030 or visit our website.

BUSINESS STUDENT ORGANIZATIONS
Employers frequently tell us that students who are involved in leadership are the most competitive candidates when it comes to who they want to hire. Student organizations are an excellent way to gain important leadership skills. All student organizations elect officers each semester, and student organizations hold events and programs that provide leadership opportunities. Student organizations are also an important part of networking; many companies, firms and associations affiliate themselves with campus chapters, providing access to exciting employers and insights into various industries. Visit our website to see what's going on at any time.

BETA GAMMA SIGMA INTERNATIONAL HONOR SOCIETY
The top 10% of undergraduate and 20% of graduate students are invited to join Beta Gamma Sigma (BGS) each semester. BGS is the highest scholastic honor that a student in the College of Business can receive. Beta Gamma Sigma is often referred to as the "The Phi Kappa of Business" and its mission is to encourage and honor academic achievement in the study of business, to foster personal and professional excellence, to advance the values of the Society, and to serve its lifelong members. For more information, please visit **betagammasigma.org**.

SPECIAL EVENTS
The COB offers a variety of special events to connect with and support business students. Get engaged early on with one of our many BizClubs while also enjoying free food and activities during BizFest or BizFling each semester. Two of our most popular events always include Mid-Term Study Break and Prep Week Meal Streak where we provide free meals and collaborate with campus partners on wellness and relaxation activities during the stressful time of exam preparation. It's never too early to begin building your network for career success. Join us for a Networking Challenge featuring professional development trivia or sign up to be matched with a regional employer to explore a field of interest during our Professional Pathways: Student Conversations with Business Leaders program. These are just a few examples of the ways our office seeks to promote student success. Join the BizList and check out our calendar on the website for all our event information and announcements!

BIZ LOUNGE
Make yourself at home in our new multi-use gathering space. Need a place to hang out between classes, connect with a class group, or practice a presentation? Maybe you need a quick nibble to get your energy up or you forgot to print out a paper. We have you covered! Join us Monday – Friday in Tahoe Hall, Room 1037 for free snacks, scantrons, office supplies, printing, device charging, or to simply microwave your lunch. Equipped with computer workstations, desks, a meeting table, and a smart TV, the Biz Lounge is a great place to get some work done or just chill out with your peers. On occasion, special events such as workshops, employer and faculty visits, networking, study sessions, and more will also be hosted in this space. Drop on by to get your Biz Lounge All Access Pass and begin taking advantage of all the extras we offer!

Get connected... sign up for the **BizList**

EMAIL LISTSERV FOR BUSINESS MAJORS

Subscribe to the BizList email offered by the College of Business and be more informed and stay connected. We send out information and opportunities to help you be successful within the business major:

SCHOLARSHIPS	**CAREER FAIRS**
INTERNSHIPS	**NETWORKING OPPORTUNITIES**
JOBS: FULL-TIME/PART-TIME	**STUDY SESSIONS**
COURSE INFO & CHANGES	**TUTORING**
BUSINESS CLUBS	**SPECIAL EVENTS** AND ***MORE...***

How to Subscribe!

INSTRUCTIONS FOR SUBSCRIBING TO BIZLIST

What is the BizList?

BizList is an email listserv that's offered by the College of Business whereby you will get regular updates regarding scholarships, internships, part-time job, course information and changes, business clubs, COB events and other great opportunities available to Business students.

How do I subscribe?

https://listserv.csus.edu/cgi-bin/wa.exe?SUBED1=BUSADM-L&A=1

You will need the name of the list you want to join or leave.

What is the list name?

- LISTNAME is the name of the list you will subscribe to.
- Our list name is: **BUSADM-L**

Which email to use?

- **ANY EMAIL ACCOUNT will work**.
- You may also use your SacLink email account.
- Do not "*reply all*"

What do I do when I no longer want to receive emails?

- Once you subscribe to a list, it is **your responsibility to unsubscribe** if you no longer wish to receive messages.
- Go back to the same online form at: **www.csus.edu/irt/web/listserv/Subscribelistserv.html**
- Enter the name of the list you want to unsubscribe from and follow the on-screen instructions

STUDENT CLUBS AND ORGANIZATIONS

Honorary Organizations

- ✓ Beta Alpha Psi - ΒΑΨ (Accounting)
- ✓ Beta Gamma Sigma - ΒΓΣ (Business)

Departmental - Professional Organizations

- ✓ Accounting Society
- ✓ American Marketing Association (AMA)
- ✓ Business Analytics Club
- ✓ Delta Sigma Pi (ΔΣΠ)
- ✓ Financial Planning Association
- ✓ Gamma Iota Sigma
- ✓ Human Resource Management Association (HRMA)
- ✓ Management Information Systems Association (MISA)
- ✓ MBA Networking Association
- ✓ Women in Business

If you have questions about joining or would like additional information about business-related student organizations, please contact the COB Office of Student Engagement at (916) 278-2499 or Tahoe Hall 1030. For information about other Sac State student organizations, visit the Student Activities Office, third floor, University Union, (916) 278-6595.

COB is accredited by AACSB International - The Association to Advance Collegiate Schools of Business, a hallmark of excellence achieved by less than one-fourth of the nation's four-year business programs. This accreditation assures quality and promotes excellence and continuous improvement in business education.

Dedicated to Excellence

We are committed to your success. Every day, we are:

- Informing & Welcoming You
- Advising & Guiding You
- Connecting & Communicating with You
- Supporting You
- Building Networks for You
- Recognizing Your Achievements
- Advancing & Developing You
- Cultivating a Positive Culture for You
- Engaging with the Community for You

SACRAMENTO STATE
COLLEGE OF BUSINESS

California State University, Sacramento
College of Business
Tahoe Hall 1030 | MS 6086
6000 J Street
Sacramento, CA 95819
phone: 916-278-BIZZ (2499)
csus.edu/cob/ose

@cobbizstudents