



ADVISING WORKSHEET
BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION
GENERAL BULLETIN 2023-2024

TRANSFER INSTITUTION(S):

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Name _____

Student ID # _____

GENERAL EDUCATION REQUIREMENTS – SEE ATTACHED PAGE FOR SPECIFIC COURSES

| General Education Category | Course # | Credits | Grade | Semester | Equivalent |
|---|-----------|---------|-------|----------|------------|
| Category I: Global Academic Skills (9 credits) A. Mathematics (3 credits) <i>STAT 216 – Major Requirement</i> B. English (3 credits) C. Communication & Information Literacy (3 credits) | #STAT 216 | | | | |
| | #WRIT 101 | | | | |
| | | | | | |
| Category II: Natural Sciences (7 credits) 2 lectures (6 credits) & 1 lab (1 credit) (1 life science & 1 physical science & 1 lab) | | | | | |
| | | | | | |
| | | | | | |
| Category III: Social Sciences and History (6 credits) A. Social Science (3 credits) – <i>ECNS 201 Major Requirement</i> B. History (3 credits) | | | | | |
| | | | | | |
| Category IV: Cultural Diversity (3 credits) <i>HTH 270 – Major requirement</i> | | | | | |
| Category V: Arts & Humanities (6 credits) A. Fine Arts (3 credits) B. Humanities (3 credits) | | | | | |
| | | | | | |

A minimum grade of “C-” required in all General Education courses.
Note: Certain degrees may require a minimum grade of “C” in General Education courses.

Reviewed:

GENERAL EDUCATION REQUIREMENTS

CATEGORY I: GLOBAL ACADEMIC SKILLS 9 credits

Students are required to take one course from each subcategory

Subcategory A - Mathematics 3 credits

| | | | |
|------|-----|---------------------------------------|---|
| M | 105 | Contemporary Mathematics | 3 |
| M | 114 | Extended Technical Mathematics | 3 |
| M | 121 | College Algebra | 3 |
| M | 122 | College Trigonometry | 3 |
| M | 130 | Mathematics for Elementary Teachers I | 3 |
| M | 140 | College Math for Healthcare | 3 |
| M | 143 | Finite Mathematics | 4 |
| M | 161 | Survey of Calculus | 3 |
| M | 171 | Calculus I | 4 |
| STAT | 141 | Introduction to Statistical Concepts | 3 |
| STAT | 216 | Introduction to Statistics | 4 |

Subcategory B - English 3 credits

| | | | |
|------|-----|-----------------------------------|---|
| WRIT | 101 | College Writing I | 3 |
| WRIT | 121 | Introduction to Technical Writing | 3 |
| WRIT | 122 | Introduction to Business Writing | 3 |

Subcategory C - Communication & Information Literacy 3 credits

| | | | |
|------|-----|---|---|
| BMIS | 150 | Cyber Security and Electronic Communication | 3 |
| COMX | 111 | Introduction to Public Speaking | 3 |
| COMX | 115 | Introduction to Interpersonal Communication | 3 |
| COMX | 210 | Communication in Small Groups | 3 |
| HONR | 205 | Honors Inquiry and Research | 3 |
| LSCI | 125 | Research in the Information Age | 3 |

CATEGORY II: NATURAL SCIENCES 6 cr. lecture & 1 cr. lab

Students are required to take one course from each subcategory and at least one corresponding lab or Integrated Sciences

Subcategory A – Life Sciences 3-4 credits

| | | | |
|------|-----|---|---|
| BIOB | 101 | Discover Biology | 3 |
| BIOB | 102 | Discover Biology Lab | 1 |
| BIOB | 121 | Fundamentals of Biology for Allied Health | 3 |
| BIOB | 123 | Fund of Biology: The Nature of Nutrition | 3 |
| BIOB | 160 | Principles of Living Systems | 3 |
| BIOB | 161 | Principles of Living Systems Lab | 1 |
| SCIN | 101 | Integrated Sciences I | 3 |
| SCIN | 102 | Integrated Sciences I Lab | 1 |

Subcategory B – Physical Sciences 3-4 credits

| | | | |
|------|-----|---|---|
| ASTR | 110 | Introduction to Astronomy | 3 |
| ASTR | 111 | Introduction to Astronomy Lab | 1 |
| CHMY | 121 | Introduction to General Chemistry | 3 |
| CHMY | 122 | Introduction to General Chemistry Lab | 1 |
| CHMY | 141 | College Chemistry I | 4 |
| CHMY | 142 | College Chemistry Laboratory I | 1 |
| GEO | 101 | Introduction to Physical Geology | 3 |
| GEO | 102 | Introduction to Physical Geology Laboratory | 1 |
| GPHY | 262 | Spatial Sciences Technology & Applications | 3 |
| GPHY | 263 | Spatial Sciences & Technology Lab | 1 |
| PHSX | 103 | Our Physical World | 3 |
| PHSX | 104 | Our Physical World Lab | 1 |
| PHSX | 205 | College Physics I | 3 |
| PHSX | 206 | College Physics I Lab | 1 |
| SCIN | 103 | Integrated Sciences I | 3 |
| SCIN | 104 | Integrated Sciences I Lab | 1 |

CATEGORY III: SOCIAL SCIENCES AND HISTORY 6 CREDITS

Students are required to take one course from each subcategory

Subcategory A – Social Sciences 3 credits

| | | | |
|-----------------|-------------------------------------|--|---|
| BGEN | 105 | Introduction to Business | 3 |
| COMX | 106 | Communicating in a Dynamic Workplace | 3 |
| ECNS 201 | Principles of Microeconomics | 3 | |
| ECNS | 202 | Principles of Macroeconomics | 3 |
| EDU | 105 | Education and Democracy | 3 |
| HTH | 110 | Personal Health and Wellness | 3 |
| PSCI | 210 | Introduction to American Government | 3 |
| PSCI | 220 | Introduction to Comparative Government | 3 |
| PSYX | 100 | Introduction to Psychology | 3 |
| SOCI | 101 | Introduction to Sociology | 3 |
| SOCI | 201 | Social Problems | 3 |

Subcategory B - History 3 credits

| | | | |
|------|-----|---|---|
| HSTA | 101 | American History I | 3 |
| HSTA | 102 | American History II | 3 |
| HSTR | 159 | World History to 1500 CE | 3 |
| HSTR | 160 | Modern World History | 3 |
| PSCI | 230 | Introduction to International Relations | 3 |

CATEGORY IV: CULTURAL DIVERSITY 3 credits

| | | | |
|----------------|-----------------------------|--|---|
| ANTY | 220 | Culture and Society | 3 |
| ARTH | 160 | Global Visual Culture | 3 |
| COMX | 212 | Intro to Intercultural Communication | 3 |
| GPHY | 121 | Human Geography | 3 |
| HTH 270 | Global Health Issues | 3 | |
| LIT | 230 | World Literature Survey | 3 |
| MUSI | 207 | World Music | 3 |
| NASX | 105 | Introduction to Native American Studies | 3 |
| NASX | 205 | Native Americans in Contemporary Society | 3 |
| REHA | 201 | Introduction to Diversity in Counseling | 3 |
| RLST | 170 | The Religious Quest | 3 |
| SPNS | 150 | The Hispanic Tradition | 3 |
| WGSS | 274 | Women, Culture, and Society | 3 |

CATEGORY V: ARTS & HUMANITIES 6 credits

Students are required to take one course from each subcategory

Subcategory A – Fine Arts 3 credits

| | | | |
|------|-----|------------------------------------|---|
| ARTZ | 105 | Visual Language-Drawing | 3 |
| ARTZ | 106 | Visual Language-2-D Foundations | 3 |
| ARTZ | 108 | Visual Language-3-D Foundations | 3 |
| ARTZ | 131 | Ceramics for Non-majors | 3 |
| CRWR | 240 | Intro Creative Writing Workshop | 3 |
| FILM | 160 | Introduction to World Cinema | 3 |
| LIT | 270 | Film & Literature | 3 |
| MUSI | 101 | Enjoyment of Music | 3 |
| MUSI | 114 | Band: MSUB Symphonic | 1 |
| MUSI | 131 | Jazz Ensemble I: MSUB | 1 |
| MUSI | 147 | Choral Ensemble: University Chorus | 1 |
| PHOT | 154 | Exploring Digital Photography | 3 |
| THTR | 101 | Introduction to Theatre | 3 |

Subcategory B - Humanities 3 credits

| | | | |
|------|-----|--------------------------------|---|
| ARTH | 150 | Introduction to Art History | 3 |
| HONR | 111 | Perspectives and Understanding | 3 |
| LIT | 110 | Introduction to Literature | 3 |
| LIT | 213 | Montana Literature | 3 |
| PHL | 110 | Introduction to Ethics | 3 |
| PHL | 111 | Philosophies of Life | 3 |
| PHL | 254 | People and Politics | 3 |

| Course | | | Credits | Grade | Semester | Equivalent |
|--------|--|--|---------|-------|----------|------------|
|--------|--|--|---------|-------|----------|------------|

A minimum grade of C- or better is required in all major coursework

Required Health Administration Core

| | | | | | | |
|------|-----|--|---|--|--|--|
| HADM | 305 | Survey of U.S. Healthcare System | 3 | | | |
| HADM | 307 | Health Informatics | 3 | | | |
| HADM | 310 | Healthcare Economics | 3 | | | |
| HADM | 325 | Principles of Marketing for Healthcare Organizations | 3 | | | |
| HADM | 335 | Health Law and Ethics | 3 | | | |
| HADM | 405 | Evidence in Research and Evaluation | 3 | | | |
| HADM | 422 | Operations, Outcomes, and Quality | 3 | | | |
| HADM | 425 | Financial Management and Budgeting in Healthcare | 3 | | | |
| HADM | 440 | Managerial Epidemiology and the Public's Health | 3 | | | |
| HADM | 445 | Managing Health Care Organizations | 3 | | | |
| HADM | 450 | Health Policy and Politics | 3 | | | |
| HADM | 498 | Cooperative Education/Internship | 3 | | | |
| HADM | 499 | Capstone | 3 | | | |

Required Business Core:

| | | | | | | |
|--------|-----|-------------------------------------|---|--|--|--|
| #ACTG | 201 | Principles of Financial Accounting | 3 | | | |
| ACTG | 202 | Principles of Managerial Accounting | 3 | | | |
| BMGT | 329 | Human Resources Management | 3 | | | |
| BMGT | 335 | Management and Organization | 3 | | | |
| *#ECNS | 201 | Principles of Microeconomics | 3 | | | |

Required Other Courses: *Ten credits, including a 4-credit math course, count in both Health Administration requirements and General Education requirements.*

| | | | | | | |
|-------|-----|----------------------------|---|--|--|--|
| *HTH | 270 | Global Health Issues | 3 | | | |
| *STAT | 216 | Introduction to Statistics | 4 | | | |
| *WRIT | 101 | College Writing I | 3 | | | |
| WRIT | 321 | Advanced Technical Writing | 3 | | | |

Tracks - Select one track from the following:

| | | | | | | |
|--|-----|---|---|--|--|--|
| <i>Business Track:</i> <i>This track will also fulfill the requirements for a Business Minor.</i> | | | | | | |
| BFIN | 322 | Business Finance | 3 | | | |
| BMGT | 322 | Operations Management | 3 | | | |
| BMIS | 311 | Management Information Systems | 3 | | | |
| BMKT | 325 | Principles of Marketing | 3 | | | |
| ECNS | 202 | Macroeconomics | 3 | | | |
| <i>Long Term Care and Public Health:</i> | | | | | | |
| CHTH | 250 | Introduction to Public Health | 3 | | | |
| CHTH | 317 | Health Behavior Theories | 3 | | | |
| HADM | 365 | Managing Cont of Long-Term Care | 3 | | | |
| HADM | 409 | Aging America and Long-Term Care | 3 | | | |
| HTH | 435 | Health and Wellness Across the Lifespan | 3 | | | |

Restricted Electives: Select courses to fulfill remaining elective credits, in consultation with advisor.

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|------|-----|--|---|--|--|--|
| AHMS | 144 | Medical Terminology | 3 | | | |
| CHTH | 450 | Worksite Health Promotion | 3 | | | |
| COMX | 320 | Principles of Organizational Communication | 3 | | | |
| COMX | 426 | Leadership and Communication | 3 | | | |
| COMX | 480 | Health Communication | 3 | | | |
| SOCI | 380 | Sociology of Health and Medicine | 3 | | | |

BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION

| Categories | Credits | Earned | Remaining |
|-------------------------------------|----------------|---------------|------------------|
| General Education Requirements | 32 | _____ | _____ |
| Required Health Administration Core | 39 | _____ | _____ |
| Required Business Core | 15 | _____ | _____ |
| Required Courses | 13 | _____ | _____ |
| Track/Concentration | 15 | _____ | _____ |
| Restricted Electives | 6 | _____ | _____ |
| Electives | V | _____ | _____ |
| Total | 120 | _____ | _____ |

*May satisfy General Education requirements

**It is the student's responsibility to know and meet the requirements for graduation.
A minimum of 36 credits must be upper division classes (300 and above).**