



ADVISING WORKSHEET
BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION
GENERAL BULLETIN 2021-2022

TRANSFER INSTITUTION(S):

Montana State University Billings
 Advising and Career Services
 Phone: 406-657-2240
 Fax: 406-657-2302
 advising@msubillings.edu
www.msubillings.edu/advise/

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) 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)	*HTH 270				
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

Students are required to take one course from each subcategory

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
WRIT	201	College Writing II	3
WRIT	220	Business & Professional Writing	3
WRIT	221	Intermediate Technical 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
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	122	Fund of Biology: Evolution, Ecology, and Biodiversity	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

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	3
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

Integrated Sciences

SCIN	101, 102, 103, 104	Integrated Sciences	3, 1, 3, 1
------	--------------------	---------------------	------------

Students are required to take one course from each subcategory

Subcategory A – Social Sciences **3 credits**

ANTY	217	Physical Anthropology & Archeology	3
BGEN	105	Introduction to Business	3
COMX	106	Communicating in a Dynamic Workplace	3
ECNS	201	Principles of Macroeconomics	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	101	Western Civilization I	3
HSTR	102	Western Civilization II	3
HSTR	103	Honors Western Civilization I	3
HSTR	104	Honors Western Civilization II	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
PHL	271	Indian Philosophies and Religions	3
PHL	272	Chinese Philosophies and Religions	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

Students are required to take one course from each subcategory

Subcategory A – Fine Arts **3 credits**

ARTZ	101	Art Fundamentals	3
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
MART	260	Computer Presentation and Animation	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
THTR	120	Introduction to Acting I	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			

#Prerequisite course to other HADM courses

*May satisfy General Education requirements

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

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

Choose Track 1 Business Concentration or Track 2 Long-Term Care and Public Health Concentration

Track 1 Business Concentration There are 15 credits required for this concentration, which will also fulfill the requirements for a Business Minor						
BFIN	322	Business Finance	3			
BMGT	322	Operations Management	3			
BMIS	311	Management Information Systems	3			
BMKT	325	Principles of Marketing	3			
*ECNS	202	Principles of Macroeconomics	3			

Track 2 Long Term Care and Public Health Concentration There are 15 credits required for this concentration						
CHTH	250	Introduction to Public Health	3			
CHTH	317	Health Behavior Theories	3			
CHTH	355	Theory Practice of Community Health Education	3			
HADM	365	Managing the Continuum of Long-Term Care Services	3			
HADM	409	Aging in America and Long-Term Care	3			

Restricted Electives

Select courses to fulfill remaining elective credits needed. Consult with advisor.

AHMS	144	Medical Terminology	3			
CHTH	450	Worksite Health Promotion	3			
COMX	320	Principles of Organizational Communication	3			
COMX	426	Leadership in Communication	3			
COMX	480	Health Communication	3			
HTH	435	Health and Wellness Across the Lifespan	3			
SOCI	352	Diseases & Society	3			

SOCI	380	Sociology of Health and Medicine	3			
------	-----	----------------------------------	---	--	--	--

Electives - The total number of elective credits required for the degree will be determined by the number of courses a student elects to take which fulfill both the General Education requirements the major requirements and track. Electives should be chosen in consultation with an academic advisor.

Course	Credits	Grade	Semester	Equivalent

BACHELOR OF SCIENCE IN HEALTH ADMINISTRATION

Categories	Credits	Earned	Remaining
General Education Requirements	32	_____	_____
Required Health Administration Core	*39	_____	_____
Required Business Core	*15	_____	_____
Required Other Courses	*13	_____	_____
Restricted Track Concentration	15	_____	_____
Electives	0-16	_____	_____
Total	120	_____	_____

**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).**

BSHA Program requirements:

Students must successfully pass a background prior to enrolling in HADM 498 Internship
