ADMISSION TO THE UNIVERSITY OF HAWAI‘I AT MĀNOA DOES NOT CONSTITUTE AUTOMATIC ADMISSION TO THE SHIDLER COLLEGE OF BUSINESS

ADMISSION REQUIREMENTS FOR ENTRANCE
Bachelor of Business Administration (BBA) Degree Program

1. **60 credits** of college-level work (junior standing).

2. **Minimum cumulative grade-point average (GPA) of 2.50 in all course grades** (Combined UH Mānoa + Transfer GPA from all other institutions attended), AND a **minimum cumulative GPA of 2.00 at UH Mānoa** (if courses have been attempted at UH Mānoa). If a student has earned 30 credits at UH Mānoa with a cumulative GPA of 2.50 or higher, then the transfer GPA will not be used to determine admission. If courses are repeated, **ALL Non-UH Mānoa grades will be factored into the cumulative GPA calculation**. Effective Fall 2012, the UH-Mānoa Grade Replacement policy will be in effect for UH Mānoa courses.

3. **Computer Competency:** Minimum grade of “C” in:
   - LTEC 112 "Technologies for Academic Success" **AND** LTEC 113 "Technologies for Academic Success in Business Education"; or
   - ICS 101: "Tools for the Information World"
     - ICS 101(B): "Tools for the Information Age", which was last offered in Fall 2015, will be accepted in place of ICS 101 or LTEC 112 and 113.

4. **Completion of the following Pre-Business Core courses with a minimum combined grade-point average (GPA) of 2.50 with no grade below “C”** ("C-“ grades will not be accepted). (See reverse side for course descriptions.) Courses in the Pre-Business Core may be repeated only if the grade earned is “C-“ or below. The first passing grade is used to calculate the pre-business core GPA. Students will not earn credit if a course, which has already been successfully passed, is repeated. If courses are repeated, **ALL Non-UH Mānoa grades will be factored into the Pre-Business Core GPA calculation**. Starting Fall 2012, UH-Mānoa Grade Replacement policy will be in effect for any repeated UH Mānoa courses.
   a. English Composition (Eng 100, 190*, ESL 100, OR Eng 200)
      - ENG 190 for UH Mānoa transfer students only
   b. Speech (Comg 151 or 251) formerly Sp 151 or 251
   c. Intro to Financial Accounting (Acc 201)
   d. Intro to Management Accounting (Acc 202)
   e. Calculus (Bus 250, Math 203, 215, 205/241, 251, or NREM 203)
   f. Intro to Micro Economics (Econ 130)
   g. Intro to Macro Economics (Econ 131)

   **Note:** If any courses listed above were completed at a school outside the University of Hawai‘i system, a Petition for Course Equivalency may be required. The form can be found at: [http://shidler.hawaii.edu/undergraduate/prebusforms](http://shidler.hawaii.edu/undergraduate/prebusforms)

   If a student does not have a 2.50 in the Pre-Business Core after all required courses have been completed, a different course in English, Speech or Calculus may be taken to improve the GPA. Only the higher grade will be used in the calculation of the Pre-Business Core GPA (e.g. a grade of “C” was received in Eng 100; Eng 200 is then taken and a grade of “B” is received - only the grade of “B” will be factored into the Pre-Business Core GPA); however, ALL grades will be used to calculate the cumulative GPA.

5. If **three or more business courses** (or equivalents) beyond the pre-business core have been attempted (e.g., BLaw 200, BUS 310, BUS 311, etc.), a combined grade-point average of at least 2.50 is required.

**Important Notes:**
1. To earn a BBA degree from UH Mānoa, a student must complete (a) the residency requirement of 30 credit hours at UH Mānoa and (b) a minimum of eight courses (24 credit hours) at UH Mānoa in upper division business courses, which must include a minimum of three courses (9 credit hours) in the student's major, after admission to Shidler College of Business.
2. The prerequisite to Bus 315 is a “C-“ grade in either Psy 100 or Soc 100. Students are, therefore, encouraged to take either course to satisfy the social sciences (DS) requirement and the prerequisite to Bus 315.

**Note:** All Admissions Requirements are subject to change.
Priority Application Deadlines:
For continuing classified UH Manoa Students: Fall admission - March 1; Spring admission: October 1
For transfer, 2nd degree, or unclassified UH Manoa Students- Fall admission: January 5; Spring admission: September 1

Final Application Deadlines (for continuing classified UH-Mānoa students only):
For continuing classified UH Manoa Students: Fall admission - April 1; Spring admission: November 1.
For transfer, 2nd degree, or unclassified UH Manoa Students- Fall admission: March 1; Spring admission: October 1

For more information, please visit www.shidler.hawaii.edu/undergraduate or email: business@hawaii.edu. UH Mānoa classified students may apply online at www.shidler.hawaii.edu/undergraduate/admissions/prebus. All other students must submit a System Application form to the UH-Mānoa Office of Admission and Records (http://manoa.hawaii.edu/admissions/undergrad).

Course Descriptions of Pre-Business Core

Acc 201 Introduction to Financial Accounting (3)
Introduction to financial accounting and methods used to record and report financial information to decision makers external to the firm. Use and limitations of financial reports. Pre: sophomore standing (25 credits or more).

Acc 202 Introduction to Management Accounting (3)
Introduction to managerial accounting and methods used to report information to decision makers internal to the firm. Cost accounting, budgeting, standard cost systems, reporting and analyzing performance. Pre: Acc 201 w/ C- or higher.

Bus 250 Applied Math in Business (3)
The algebra and geometry of linear, quadratic, exponential, and logarithmic functions. Mathematics of finance -- annuities, perpetuities, present value. Derivatives, graphical analysis, mathematical models as applied to business. Selected coverage of algebra, geometry, and calculus emphasizing business applications and decision making. Pre: qualification for Math 135.

Comg (Sp) 151 Personal and Public Speech (3)
Introduction to major elements of speech. Activities for students to acquire competence in two-person, small group, and public situations. Designed primarily for non-majors.

Comg (Sp) 251 Principles of Effective Public Speaking (3)
Adaptation of rhetorical theory to particular speakers, audiences, occasions. Extensive practice.

Econ 130 Principles of Microeconomics (3)
How individuals make decisions that affect their income and wealth; how firms make decisions that affect profits and production. Relationship to demand, supply, and prices of goods and natural resources.

Econ 131 Principles of Macroeconomics (3)
Economic forces that determine a country’s income, employment, and prices. Roles of consumers, businesses, banks, and governments.

Eng 100 Composition I (3) or ENG 190 or ESL 100 Expository Writing: A Guided Approach (3)
Practice in writing clear, effective university-level prose. Attention to all stages of the process -- generating ideas, drafting, revising, and editing. Students may not earn credit for both ENG 100 and ENG 190. Pre: Placement Exam.

Eng 200 Composition II (3)
Further study of rhetorical, conceptual, and stylistic demands of writing; instruction develops the writing and research skills covered in Composition I. Pre: FW.

ICS 101B Tools for the Information World (4)
Extensive laboratory work on survival skills; word processing; spreadsheets and data analysis; presentation graphics; communications.
Other acceptable courses within the UH system include ICS 101 (all UH community colleges); CS 101 (UH Hilo); BUS 101 (Leeward).

LTEC 112 Technologies for Academic Success (3) AND LTEC 113 Technologies for Academic Success in Business Education (1)
Virtual and hands-on analysis of technology resources and utilization in learning; advanced business technological education. Pre: LTEC 113 cannot be taken prior to LTEC 112- LTEC 112 needs to be taken concurrently with 113, or have taken LTEC 112 prior to taking LTEC 113.

Math 203 Calculus for Business and the Social Sciences (3) or Math 215 or Math 241 or Math 251 Calculus (4)
Basic concepts; differentiation with applications; integration. Pre: For Math 203, Math 135 or assessment exam; for Math 215 or 241, grade of “C” or better in Math 140 or assessment; for Math 251, grade of “A” or better in 140 or assessment and consent.

NREM 203 Introduction to Quantitative Methods for Management, Life Science-Human Resources (3)
Applications of mathematics/quantitative methods to agribusiness, life sciences, human resources: equations, graphs, limits, continuity, derivatives, partials, integrals. Available only at UH Mānoa. Pre: 2 years high school algebra, 1 year plane geometry, and no placement exam.