Freshman Orientation

Class of 2018
Who is my advisor?

Undergraduate Program
Academic Advisement

204 Alfiero Center
mgt.buffalo.edu/undergrad
716-645-3206

See this information on your
Academic Advisement Binder

Your advisor’s office is here!
7 Habits of Successful Students

1. Go to class and pay attention.

2. Practice and improve English skills.

3. Complete your assignments on-time or before the due date.

4. Read course materials and prepare for assignment daily.

5. Start studying for exams weeks in advance, not the day before.

6. If needed, go to instructor’s office hours and tutoring center for help early, do not wait.

7. Make friends and attend campus activities, but make sure your courses are your first priority.
We will review the following:

- Academic Major Requirements
- Your Fall Schedule
- Seek Help Early
- Going Beyond the Classroom

*Do not make assumptions – always ask and plan ahead!*
It’s your responsibility to KNOW your:

**Academic Major Requirements:**
- Accounting
- or
- Business Administration
You are **financially and academically** responsible to UB

- Affirm and accept the rules by logging into the **HUB Student Center via MyUB**
If you decide NOT to attend UB this semester?

✅ MUST drop courses and follow steps at: http://registrar.buffalo.edu/registration/policies/notenrolling.php

✅ MUST speak with an advisor at 716-645-3206

✅ Deadline is Tuesday (September 2, 2014)
University Degree Requirements

- Earn at least 120 (or 122 for Accounting) units
- Complete general education program
- Satisfy requirements for a major
- Meet minimum GPA standards for the University and the major
- Apply for degree conferral

UB Catalog: Degree Requirements (hyperlink)
What types of courses are taken?

- Prerequisites for the Major
- General Education
- AACSB electives

*Courses during the first two years are the same for accounting and business administration majors*
Both majors take the following courses, average total 14-15 credits:

1. **Writing requirement course (General Education)**
   (ex. ENG 101 or ESL 407 depends on placement)

   **MOST INTERNATIONAL STUDENTS:**
   - Enrolled in both ESL 407 and ESL 411
     
     *If Conditional Language or Bridge Admits to UB, you **MUST** complete ESL 407 and 411 AND will be **limited to a total of four courses.***
     
     - ESL 407 (General Education)
     - ESL 411 (AACSB Elective)

2. **Economics course (Prerequisite for Major)**
   (Macroeconomics or Microeconomics)

3. **Math course (MTH 131 is a Prerequisite for Major)**
   (ULC 147, 148 or MTH 131 depends on placement, ULC courses will count towards AACSB and help prepare for MTH 131)

   *Students NOT taking ESL 411 will see the following additional courses:*
   - World Civilization course – UGC 111 (General Education)
   - UBE 101 or UE 141 Discovery Seminar (AACSB Elective)
   
   Freshman experience course
General Education Program

• focus on a broad array of skills, knowledge, and issues

• prepare for success in a continually changing world.

During YOUR freshman year:

• Writing skills (ESL 407 & ESL 408)
• World Civilization (UGC 111 & 112)
• Arts General Education Requirements
• Library skills workbook - must complete in first year

*Humanities, UGC 112, American Pluralism and Natural Science sequence taken in sophomore year*
AACSBS Elective Requirements

Prestigious business school accreditation
(AACSB International: The Association to Advance Collegiate Schools of Business)

• Electives **NOT** related to business, economics, statistics in the course content or title

• All management majors must complete a minimum of 45 credit hours of AACSBS electives

• **No “list” of AACSBS courses**
  *(see recommendations in academic binder)* [PDF]
  Examples: ESL 411, ULC 148, SOC 101, PHI 101, CSE 101

• Gen eds discussed, English courses, MTH 131 and PSY 101 also count for AACSBS hours

• Started **during the freshman & sophomore year** to stay on pace for graduation
Take a guess

How many prerequisite courses are required for our majors?

Prerequisites courses:

specific, requirements with minimum GPA standard to remain in major.
7 Prerequisites for Management Majors
# Prerequisite Requirements for Management Major

**Taken during the FRESHMAN YEAR:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 181 &amp; 182</td>
<td>Intro. to Macroeconomics and Microeconomics</td>
</tr>
<tr>
<td>MTH 131</td>
<td>Mathematical Analysis for Business (Business Calculus) (ULC 148 pre-calculus recommended prior to MTH 131, if not calculus ready)</td>
</tr>
</tbody>
</table>

**Taken during the SOPHOMORE YEAR:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101</td>
<td>Introductory Psychology</td>
</tr>
<tr>
<td>MGA 201-202</td>
<td>Introduction to Accounting I and II</td>
</tr>
<tr>
<td>MGQ 201</td>
<td>Intro. to Computer and Statistics (Digital Access Course)</td>
</tr>
</tbody>
</table>
Performance Requirement for Management Majors

Minimum GPA Standards:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Accounting</th>
<th>Business Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative Prerequisite GPA (PGPA): Average of the 7 management prerequisites</td>
<td>3.0</td>
<td>2.75</td>
</tr>
<tr>
<td>UB GPA</td>
<td>3.0</td>
<td>2.5</td>
</tr>
<tr>
<td>Average of all courses taken at UB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGA 201 and 202 (each course)</td>
<td>3.0</td>
<td>Completion required as part of PGPA</td>
</tr>
</tbody>
</table>
# Grades & Grade Points

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Points</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>High Distinction</td>
</tr>
<tr>
<td>A-</td>
<td>3.67</td>
<td>Superior</td>
</tr>
<tr>
<td>B+</td>
<td>3.33</td>
<td>Good</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>Good</td>
</tr>
<tr>
<td>B-</td>
<td>2.67</td>
<td>Average</td>
</tr>
<tr>
<td>C+</td>
<td>2.33</td>
<td>Below Average</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>Below Average</td>
</tr>
<tr>
<td>C-</td>
<td>1.67</td>
<td>Below Average</td>
</tr>
<tr>
<td>D+</td>
<td>1.33</td>
<td>Minimum Passing</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>Minimum Passing</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>Failure</td>
</tr>
</tbody>
</table>

The minimum GPA GOAL for business majors, 3.0 for accounting majors.

Below Academic Standards for University
Must lay a strong foundation before adding the roof

YOUR SUCCESS
Academic ● Grad School ● Career

Junior Year:
Upper levels Major Core Courses
MGB 301, MGI 301, MGM 301, MGS 351, MGQ 301, MGF 301, MGO 302, MGG 300

Internships
SOM Student Clubs
Leadership
Extracurricular Activities
Research
Study Abroad
Part-time jobs

Senior Year:
Upper levels Major Core Courses
MGE 302, MGT 401, MGO 403, and Required concentration courses

Freshman & Sophomore Year:
Prerequisites for Major, Gen Eds & AACSB Electives

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Freshman & Sophomore Year:
Prerequisites for Major, Gen Eds & AACSB Electives
College Credits earned in High School AP, IB, CLEP Exam Scores

- May be able to earn credit toward UB degree or specific course electives

  Accounting and Business Law courses taken in high school DO NOT waive MGA 201-202 or MGT 401 or MGT 403

  MUST discuss with advisor BEFORE classes begin

- UB’s Taurus (Transfer Articulation and University Requirements at UB System) website at taurus.buffalo.edu
Grades & FERPA

UB Grade Reports not mailed home, find in Your Student Center (HUB)!

- Family Education Rights and Privacy Act (FERPA)
- Written Consent Form to Waive FERPA

Communicate with YOUR parents!

View My Grades

Spring 2013 | Undergraduate | University at Buffalo

Class Grades - Spring 2013

<table>
<thead>
<tr>
<th>Class</th>
<th>Description</th>
<th>Units</th>
<th>Grading</th>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 201LEC</td>
<td>Adv Writing 1</td>
<td>3.00</td>
<td>Letter Grading</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MTH 142LLB</td>
<td>College Calculus 2</td>
<td>4.00</td>
<td>Letter Grading</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUS 115LEC</td>
<td>Understanding Music</td>
<td>3.00</td>
<td>Letter Grading</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PHY 107LR</td>
<td>General Physics 1</td>
<td>4.00</td>
<td>Letter Grading</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UGC 112LR</td>
<td>World Civilization 2</td>
<td>3.00</td>
<td>Letter Grading</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Repeating Courses

- Always speak with an advisor BEFORE repeating a course
  - Many factor impact a decision if and where to repeat

- Credit is earned only once

- Most recent attempted grade will calculate in GPA

- All grades (prior and repeated) will remain on transcript

- May be financial implications for repeating

- Prerequisite course required for MG major can only be repeated once

- Course Enrollment Control Policy

  - MTH 131
  - UGC 111 & 112
  - PSY 101
  - ENG 101 & 201
  - ECO 181 & 182
Future Course Registration

Any academic concerns with FALL schedule?
Contact our office 716-645-3206 to speak with an advisor
before Tuesday, Sept 2 (last day to drop or add)

• All MG freshmen must attend mandatory advising meeting
in late September or early October to discuss Spring
registration
  • Your meeting information is on the paper copy of the schedule
    you received today

• After your first semester, it is your responsibility to
  schedule an advisement meeting in 204 Alfiero Center

• General registration information:
  http://registrar.buffalo.edu/registration

  Spring Registration begins in late October
  – start date based on total # of completed credits
Resigning Courses
Via Your HUB Student Center

Speak with an academic advisor BEFORE you resign a course

Resigning

Fall 2014 Deadline: up until end of 11th week of the semester
Friday, November 7th by 11:59 pm (via HUB Student Center)

- Grade of “R” permanently on record
- No credits earned; no grade factored in GPA
- Affects attempted credits
- Full financial liability

FIND IMPORTANT DATES
“Academic and Student Calendars” link on http://registrar.buffalo.edu
and http://myub.buffalo.edu
Financial penalties and/or registration “service indicators” (holds) apply if you miss deadlines.

Currently all freshmen have an Academic Major Department hold from our office – it will be removed after students attend their mandatory meeting this semester.

Avoid HOLDS or service indicators, examples include:

- Affirm the UB Rules & Regulations
- Bursars
- Disciplinary
- Traffic Tickets
- Immunizations

Monitor the HOLDS section of your HUB Student Center
It’s your responsibility to KNOW your:

Resources
Navigating Online Tools

1. Undergraduate Catalog
2. MyUB
3. HUB
4. UB Learns
5. UB Email Account
6. mgt.buffalo.edu/undergrad
7. Academic Advisement Binder
Don’t wait until it is TOO LATE!
GET HELP EARLY!

Counseling Center
http://ub-counseling.buffalo.edu/

Tutoring Resources
http://library.buffalo.edu/libraries/helpAZ/tutoring.html
http://advising.buffalo.edu/help/tutoring.php

Improve your English skills
Sign-up for Conversation with Elizabeth in 204 Alfiero

Not sure where to go for help?
Contact us:
Undergraduate Academic Programs Office
School of Management
716-645-3206 or 204 Alfiero Center
Go beyond the Classroom

UB School of Management
Career Resource Center

• Set-up your BizLink profile
• Attend a CRC event