

SCHOOL OF ADMINISTRATIVE STUDIES

Bachelor of Administrative Studies, Specialized Honours –Management Stream

Program Checklist (unofficial document)

NOTE: Students are responsible for meeting requirements in effect at the time of entry/re-entry to the program (as published in the calendar). It is the responsibility of the student to take the correct courses and ensure all degree and program requirements are met.

GENERAL EDUCATION -21 CREDITS	COMPLETE or INCOMPLETE	GRADE	PREVIOUS INSTITUTION(S)
AP SOSC 1000 level **			
AP HUMA 1000 level **			
SC NATS 6.00 1000 level			
** Sosc/Huma (one area must be completed as a 9 credit course, the other as a 6 credit course)			
MAJOR - 78 CREDITS:			
Required Core - 45 credits:			
ADMS 1000 3.00* Introduction to Administrative Studies			
ADMS 1010 3.00 Business in the Canadian Context			
ECON 1000 3.00 Microeconomics			
ECON 1010 3.00 Macroeconomics			
ADMS 2200 3.00 Introductory Marketing			
ADMS 2320 3.00 Quantitative Methods 1			
ADMS 2400 3.00 Introduction to Organizational Behaviour			
ADMS 2500 3.00 Introduction to Financial Accounting			
ADMS 2510 3.00 Introduction to Management Accounting			
ADMS 2511 3.00 Management Information Systems			
ADMS 2610 3.00 Elements of Law			
ADMS 3330 3.00 Quantitative Methods 2			
ADMS 3530 3.00 Finance			
ADMS 3660 3.00 Business Ethics & Corporate Responsibility			
ADMS 4900 3.00 Management Policy Part 1			
Management Stream - 33 credits:			
ADMS 3930 3.00			
ADMS 4010 3.00			
ADMS 4910 3.00			
9 credits chosen from: ADMS 3300 3.00, ADMS 3960 3.00, ADMS/HRM 4444 3.00, ADMS/HRM 4495 3.00, ADMS 4940 3.00**			
15 additional credits from ADMS 3000/4000-level**			
Required credits outside the major: 18 credits including			
6.00			
6.00			
6.00			
Free choice: 3 credits			

*ADMS 1000 3.00 must be successfully completed prior to taking a course for which it is a prerequisite.
ADMS 1000 3.00 may be taken concurrently (co-requisite) with the first ADMS course(s) taken.
For students with a prior business related degree, ADMS 1000 3.00 is waived as a prerequisite for Administrative Studies and students must replace the course with another 3 credit ADMS course.

** Students must complete at least 18 credits at 4000-level in the major (ADMS).

MINIMUM FACULTY DEGREE REQUIREMENTS
BACHELOR OF ADMINISTRATIVE STUDIES-SPECIALIZED HONOURS

IMPORTANT NOTE: A Study Plan Checklist is an aid ONLY and should be used in conjunction with the program calendar; it is NOT a substitute for the calendar.

Minimum academic standing for BAS Specialized Honours degree: overall 5.0 [C+] gpa if less than 90 credits completed (including total number of transfer credits obtained); overall and ADMS gpa of 5.0 [C+] at and above 90 credits completed (including total number of transfer credits obtained); overall 5.0 and ADMS gpa of 5.5 [C+/B] at 120 credits completed or above (including total number of transfer credits obtained).

Required credits outside the major:

At least 18 credits outside Administrative Studies including ECON 1000 3.00 and ECON 1010 3.00.

Note: The following courses may not be used to fulfill this requirement: PHIL 3050 3.00; PHIL 3570 3.00; HH PSYC 3570 3.00.

Residency requirement: At least 30 credits not used toward another academic program are to be taken at York University. 50% of credits towards the major must be taken in ADMS through York University.

Graduating with a BAS Honours degree: Students must pass at least 120 credits that meet degree and program requirements. The minimum cumulative grade point average must be at least 5.0 for all courses and 5.5 for major courses.

Failure to maintain minimum academic standing: Advising recommended

Students whose cumulative grade point average on at least 24 York credits is below 2.5 must withdraw for 12 months.

Students who have completed less than 90 credits who fall below the minimum cumulative grade point average of 5.0 will be placed on program warning and may continue in the 90 credit BAS bachelor degree only.

Students who have completed 90 credits with a cumulative grade point average below 5.0 and/or a major grade point average below 5.0 will be ineligible to proceed or graduate. No additional courses may be taken in subsequent sessions to raise the grade point average to meet program standards. Students may petition for an Honours waiver or to be allowed additional credits to graduate with the bachelor degree.

Students who have completed 120 credits or more with a cumulative grade point average of at least 5.0 and a major grade point average of at least 5.0 but below 5.5 are ineligible to graduate with Honours but may apply to graduate with the 90 credit BAS bachelor degree.

Students who have completed 120 credits or more with a cumulative grade point average below 5.0 or a major grade point average below 5.5 will be ineligible to proceed or graduate.