



# Transfer Guide Bachelor of Business Administration

## Allen Community College

The Bachelor of Business Administration (B.B.A.) offered through the KU School of Business at the Edwards Campus in Overland Park, KS exposes students to a broad range of topics such as business law, economics, finance, management, marketing, and international business. The accredited B.B.A. program curriculum provides a strong professional education within a broad liberal arts context. Graduates who complete a business administration degree will have the framework for advancement and leadership in the business setting.

The information in this guide provides a sample four-semester plan for a student starting at Allen Community College and transferring to KU for the remaining coursework. However, each student's background and goals are unique. Thus we recommend ongoing communication with an advisor at the KU Edwards Campus. See contact information at the bottom of this page.

## School of Business Admission Requirements

**1 Step One: Admission to the University of Kansas**  
All incoming students must first gain admission to the University of Kansas. Admission applications to the University of Kansas may be completed online at [www.admissions.ku.edu](http://www.admissions.ku.edu). Gaining admission to the University of Kansas requires the submission of official college transcripts from all previously attended colleges/universities. Please note that indicating "Business Major" on your application to KU does not grant you entry to the KU School of Business. For scholarship consideration, we encourage you to apply to KU by May 1<sup>st</sup> prior to the fall/summer semester you plan to transfer to KU.

**2 Step Two: Admission to the KU School of Business**  
After granted admission to KU, students are permitted to complete the KU School of Business application. Admission applications to the School of Business may be completed online at: [www.business.ku.edu](http://www.business.ku.edu). Transfer students are eligible to apply during the semester they will complete the minimum requirements to apply (see below). The application deadline for fall admission is the prior February 15<sup>th</sup>, and for spring admission is the prior September 15<sup>th</sup>. In the instance that one or more of the pre-admission foundation courses has not been completed before transferring to KU, that student will be considered a pre-business student in the College of Liberal Arts and Sciences until they meet the minimum requirements to apply.

### Minimum Requirements to Apply to the KU School of Business:

1. Junior Standing (60 credit hours)
2. Completion of six pre-admission foundation courses (must be taken for a grade)
  - ACCT 200—Financial Accounting I (4)
  - ACCT 201—Managerial Accounting I (3)
  - MATH 365—Statistics (3)
  - IST 202—Introduction to Information Systems (3)
  - ECON 142—Principles of Microeconomics (3)
  - ECON 144—Principles of Macroeconomics (3)
3. Earned at least a 2.5 GPA in both their overall GPA (all college coursework and in their KU overall GPA)
4. Earned at least a 2.5 GPA in both their overall professional GPA and their KU professional GPA (business and economics courses taken at KU only)

### Additional Notes for Transfer Students:

- Transfer credits with earned grades of D+ and below will not satisfy School of Business requirements. Transfer credits with earned grades of D+ and below will still be included in the GPAs for School of Business admission consideration.
- Course repeat and academic forgiveness/renewal policies that apply at other colleges and universities do not transfer to KU. All grades for transferable repeated courses and academically forgiven courses will be included in the GPAs for School of Business admission consideration.
- A bachelor's degree requires 120 completed credit hours. A student may apply a maximum of 64 credit hours of community college coursework to a KU degree. Students with more than 64 credit hours of community college coursework cannot apply the additional hours toward the 120 hour requirement.

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## First Semester

Composition, ENGL 101 (GE 2.1)	COL 101	<input type="checkbox"/>
College Algebra, MATH 102 (GE 1.2)	MAT 105	<input type="checkbox"/>
Arts & Humanities (GE 3H)	Select Approved GE 3H Course	<input type="checkbox"/>
General Psychology, PSYC 104	PSY 101	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>

## Second Semester

Critical Reading and Writing, ENGL 102 (GE 2.1)	COL 102	<input type="checkbox"/>
Statistics, MATH 365 (GE 1.2)	MAT 115	<input type="checkbox"/>
Diversity of Human Experience (AE 4.1)	Select Approved AE 4I Course	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>

## Third Semester

Speaker Audience Communication, COMS 130 (GE 2.2)	COM 101	<input type="checkbox"/>
Accounting, ACCT 200 (GE 1.2)*	BUS 210	<input type="checkbox"/>
Microeconomics, ECON 142	ECO 207	<input type="checkbox"/>
Social Responsibility & Ethics (AE 5.1)	Select Approved AE 5I Course	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>

## Fourth Semester

Managerial Accounting, ACCT 201	BUS 212	<input type="checkbox"/>
Macroeconomics, ECON 144	ECO 208	<input type="checkbox"/>
Natural Science + Lab (GE3N+LFE)	Select Approved GE 3N+Lab Course	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>
Elective	Select Any Transferable Course	<input type="checkbox"/>

\*There may be a prerequisite for this course. If so, replace one of the electives in the first year with the prerequisite course.

- It is recommended that general electives be used to complete prerequisites, explore interests, and/or study a foreign language, as well as complete an **associate degree**.
- If completing an associate degree be sure to select recommended courses that fulfill **both** the community college and KU requirements. A bachelor degree requires 45-upper level hours. Transfer courses may be matched to a course of higher level at KU, but the level of credit is defined by the originating institution. (All community college courses are lower level.)
- It is the **STUDENT'S RESPONSIBILITY** to check for updates to all transfer information. This transfer program is provided as a service and is updated annually. Degree requirements are subject to change.
- If a listing above says "no transferable course," contact the Edwards Campus business academic success coach.