

# BACHELOR OF BUSINESS ADMINISTRATION IN HUMAN RESOURCE MANAGEMENT

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Dr. Christine Storlie  
Program Coordinator  
Bachelor of Business Administration in Human Resource Management

1149 Ullsvik Hall  
608.342.1980  
storliech@uwplatt.edu

Backed by an institution with more than 150 years of educational excellence, our faculty of experts can help you launch a successful business career.

You'll build knowledge from core business administration courses such as Business Management, Human Resource Management, Introduction to Marketing, and more.

## ADMISSION GUIDELINES ([HTTPS://WWW.UWPLATT.EDU/PROGRAM/BACHELOR-BUSINESS-ADMINISTRATION-HUMAN-RESOURCE-MANAGEMENT/](https://www.uwplatt.edu/program/bachelor-business-administration-human-resource-management/))

### FIRST-TIME FRESHMAN

We're looking for students who meet these admission requirements:

**High school / GED completion:** Graduate of a recognized high school and have completed high school coursework required by the University of Wisconsin-Platteville at the time of graduation or have a general equivalency diploma (HSED/GED) with the required scores from the appropriate state Department of Public Instruction or its equivalent.

### College preparatory coursework successfully completed<sup>1</sup>

Subject	Units
English	4
Mathematics (Algebra or higher)	3
Social Science	3
Natural Science (2 must include lab experience)	3
Courses from above academic areas, foreign language, fine arts, computer science, or courses in vocational areas	4

**Rank / ACT Score:** Top 50 percent of graduating class or ACT composite of 22 (1110 SAT score). Currently, the writing component for each exam is not required. **This requirement is waived for prospective students age 22 and over.**<sup>2</sup>

<sup>1</sup> The requirements listed are for the current catalog year. Admission requirements will vary based on the year the applicant graduated from high school.

### <sup>2</sup> NOTE: Test-optional Policy

As of May 7, 2020 new freshmen applicants may select to be test-optional for their admission review.

- The **test-optional policy** is in place for applicants seeking admission for fall 2020 through summer 2022 terms. If you would like to learn more about having your application reviewed as test optional, please contact [disted@uwplatt.edu](mailto:disted@uwplatt.edu).
- For students that choose to forgo the use of a test score as a part of their admission review, additional focus will be placed on the high school grade point average and course rigor throughout the high school record.
- For students choosing to include test scores in the admission process, high school students are advised to take the ACT or SAT in the spring of their junior year and have the official results sent to the Office of Admission. Unofficial ACT/SAT scores and high school transcripts are accepted for admission consideration. Official scores and transcripts are required prior to advising/registration.

### HOME-SCHOOLED STUDENTS

To be considered for admission, home-schooled students must provide official transcripts from school(s) attended, a transcript of courses taken at home, and grades signed by the individual providing the education verifying the curriculum, an official ACT or SAT score, and any other information related to the student's education.

Courses taken in the home-school curriculum would be considered for admission purposes only. No credit will be given for university degree requirements unless one of the following applies:

- High school courses are completed through an accredited high school, college, or university.
- The student successfully passes and completes a recognized exam program (i.e., CLEP).

If you do not meet the traditional admission requirements at the time of your graduation from high school, you may be considered for admission on an individual basis.

### TRANSFER AND RE-ENTRY STUDENTS

Transfer students who apply for admission must have a minimum cumulative GPA of 2.0, plus good standing at the university most recently attended. If the GPA is less than 2.0, you will be considered for admission if more than five years have elapsed since the last attended school or two years if the last school you attended was UW-Platteville. You may petition in writing for an exception to the required five-year lapse of time. If you were on probation at the last institution that you attended, five years must have elapsed since the probationary status or two years if the last school you attended was UW-Platteville.

### INTERNATIONAL STUDENTS

Demonstrate proficiency in English by taking the Test of English as a Foreign Language (TOEFL® Test) and providing your score to the Center for Distance Learning. A minimum score of 64 for the internet-based TOEFL is required of all international students whose native language is not English. If you have taken the TOEFL, you must request official evidence be sent from the testing agency directly to the Center for Distance Learning, indicating the date on which you took the examination and your score.

You may be excused from taking the TOEFL if you have demonstrated competence in English through courses taken at such institutions and have earned grades of B or higher in English composition courses and speech or two English composition courses. As an alternative, you may submit scores from the International English Language Testing System (IELTS). You must have a band-level score of 5.5 or higher.

Sub-score Minimum	TOEFL iBT (internet-based)	IELTS
Reading	15	5.0
Listening	15	5.0
Speaking	17	5.0
Writing	<u>17</u>	<u>5.0</u>
Total Composite Minimum	64	5.5

### SPECIAL STUDENTS

You can enroll as a Special Student for single course enrollment. You may enroll in a single course rather than a full degree for personal enrichment, to apply toward a certificate, if you plan on transferring the course to another institution, or if you want to start a course(s) while the admission process is completed.

As a special student you

- Can enroll in a maximum of 12 credits.
- Must meet prerequisites for courses. You may be asked to provide an unofficial transcript to show prerequisites.
- Are not obligated to follow specific degree requirements.
- Are not eligible for financial aid.
- May be admitted to a degree program after completing the admission process and any in-progress coursework. Check program requirements for more information.

To enroll for a single undergraduate course, review the complete list of online and print-based course offerings (<https://www.uwplatt.edu/department-center-distance-learning/course-offerings-all-undergraduate/>) and complete the [Special Student Application \(https://apply.wisconsin.edu/\)](https://apply.wisconsin.edu/).

## CURRICULUM

Course	Title	Credits
<b>General Requirements</b>		
On-Campus General Education ( <a href="http://catalog.uwplatt.edu/undergraduate/degree-requirements/bachelor-of-science-degree-core-curriculum/">http://catalog.uwplatt.edu/undergraduate/degree-requirements/bachelor-of-science-degree-core-curriculum/</a> )		40-53
Online General Education Requirements ( <a href="http://catalog.uwplatt.edu/undergraduate-distance-learning/bachelor-degree-requirements/">http://catalog.uwplatt.edu/undergraduate-distance-learning/bachelor-degree-requirements/</a> )		
<b>Core Requirements</b> <sup>1, 2</sup>		
BUSADMIN 1300	Global Business	3
BUSADMIN 2330	Leadership and Management	3
BUSADMIN 2100	Supply Chain Management	3
SPEECH 1010	Oral Communication for Professionals	2
BUSADMIN 1810	Microsoft Excel for Business	1
BUSADMIN 3010	Business Communication	3
BUSADMIN 2630	Introduction to Marketing	3
ACCTING 2010	Financial Accounting	3
BUSADMIN 2340 or MATH 1830	Business Analytics Elementary Statistics	3

ACCTING 2020	Management Accounting	3
ECONOMIC 2130	Principles of Macroeconomics	3
MATH 1730	Mathematics of Finance (or higher, excluding MATH 1830)	3
ECONOMIC 2230	Principles of Microeconomics	3
PHLSPHY 2550	Business Ethics	3
BUSADMIN 3010	Business Communication	3
BUSADMIN 3030	Human Resource Management	3
BUSADMIN 3130	The Legal Environment of Business	3
BUSADMIN 3530	Organizational Behavior	3
BUSADMIN 3620	Corporate Finance	3
BUSADMIN 4840	Strategic Management	3
BUSADMIN 4990 or ACCTING 4990	Internship or Applied Professional Capstone Internship	1-8
Total Credits		100-113

Course	Title	Credits
<b>Human Resource Management Required Core</b>		
BUSADMIN 3100	Compensation Management	3
BUSADMIN 3500	Employee Training and Development	3
BUSADMIN 4200	Employee Recruitment and Selection	3
BUSADMIN 4500	Human Resource Management Capstone: The HR Audit	3
<b>Human Resource Management Electives</b>		<b>12</b>
BUSADMIN 3340	Management, Gender & Race	
BUSADMIN 3450	Employment Law	
BUSADMIN 3940	International Human Resource Management	
BUSADMIN 4170	Predictive Analytics	
BUSADMIN 4330	Labor-Management Relations	
INDUSTDY 3130	General Industry OSHA 30 Hour	
Total Credits		24

<sup>1</sup> Students must complete 42 credits at the 3000 or 4000 level.

<sup>2</sup> Students must earn an overall GPA of 2.50 or higher for courses identified in the BBA core, marketing required courses, and marketing electives.