SCHOOL OF MANAGEMENT COURSE SCHEDULING

Scheduling courses for your first semester can seem overwhelming, but we've set up a brief tutorial to help you feel more comfortable planning your first Binghamton schedule.

As a School of Management student, your first schedule should look something like this:

- CQS 111 Computer Tools for Management 2
- MGMT 111 Intro to Decision Making in Management 2
- Math 220 or 224/225 Calculus (M) 4
- Non-Management Elective (C or J) 4
- ECON 162 Macroeconomics (N) 4

for a total of 16 credits

As you can see, most of the courses are already chosen by your college and are standard for all incoming School of Management freshman.

The letters in parentheses are the General Education Requirement designations that those particular classes meet. If you need a refresher on General Education Requirements, you may view the General Education Planning Sheet. (http://www.binghamton.edu/general-education/documents/2015-planning-sheet.pdf)

When you select your Non-Management Elective, we recommend that you get take a course that counts towards your Communications Requirement.

This would be a course with the C or J course designation:

- Composition (C) courses - courses where writing assignments are 50% of your final grade
- Joint (J) courses - combine C and the Oral Communication requirements.

Thank you!
If you have further questions, please contact:
School of Management Advising Office
somadvis@binghamton.edu
607-777-2316
(http://www.binghamton.edu/som/undergraduate-programs/academic-advising/index.htm)
At Orientation and throughout your college career, you will work with an Academic Advisor to develop a degree plan that helps you achieve both your academic and your personal goals.

The Advising Office meets with students on both an appointment and walk-in basis and encourages students to seek them out whenever they have questions.

The Advising staff offers an environment where questions are welcomed, nothing affecting your academic life is treated as routine and you can feel comfortable raising concerns about present and future progress.

Some of the things your advisor and entire advising office will do for you throughout your college career are:

- help you clarify your academic goals and career choices
- provide information on majors, minors and other academic programs
- expose you to academic and co-curricular opportunities such as internships, research with faculty, study abroad programs and volunteer experiences.
- host programs and events
- assist you in understanding University policies and procedures
- develop a sustained and collaborative relationship with you

When you come to Orientation, you will meet with professional academic advisors and work with them to create your first college schedule.

In order to have time to assist everyone in your Orientation group, your advisor would like you to complete the following:

- **Major Guides** – Review the Major Guides to familiarize yourself with Binghamton University's academic offerings. (http://www.binghamton.edu/orientation/choose-your-courses/school-management/majors.html)
- **AP Equivalencies** - Review your AP equivalencies and bring a list of your AP exams and scores with you. (http://www.binghamton.edu/harpur-new/advising/transfer/apcurrent.html)
- **General Education Planning Sheet** - Go to the General Education Planning Sheet and write down any high school or have transfer credits you may have. (http://www.binghamton.edu/general-education/documents/2015-planning-sheet.pdf)
- **College Scheduler** - Build sample schedules using College Scheduler and save sample schedules to your basket so you can review them with an Advisor at orientation. (http://www.binghamton.edu/registrar/media/CollegeScheduler_player.html)
- **SOM Advising Office** - contact our office when you don’t understand something: SOM Advising Office, somadvis@binghamton.edu, (607) 777-2316

Be prepared for Orientation!
Those of you who prepare for Orientation will find the process easier and will likely have an enjoyable Orientation experience.

Those of you who don’t will likely need more time to schedule courses and may struggle to fully understand everything you will go over during the two day session.

SO COME PREPARED!

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SCHOOL OF MANAGEMENT DEGREE REQUIREMENTS

In each of the Binghamton University schools, degree requirements vary. As School of Management students, we must meet the following criteria to graduate:

- 126 credits completed
  - 64 Liberal Arts credits
    - including ECON 162, ECON 160, MATH 220, MATH 224/225 and CQS 112)
    - a minimum of 3 courses at intermediate level (300+ level courses)
  - 62 SOM credits
- 2.0 Overall GPA or higher

Here is a list of the School of Management Core Requirements

CQS 111 - Computer Tools for Management
MGMT 111 - Introduction to Decision Making in Management
CQS 311 - Advanced Computer Tools
MIS 311 - Management Information Systems
OPM 311 - Operations Management
ACCT 211-212 - Financial and Managerial Accounting
BL&S - Legal Environment of Management I
IBUS 311 - World of Business
MGMT 311 - Organizational Behavior
MKTG 311 - Introduction to Marketing
FIN 311 - Financial Management
MGMT 411 - Global Strategic Management
For more information on any of these courses, go to the University Bulletin. (http://bulletin.binghamton.edu)

Thank you!
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