

Jabs Bachelor of Science in Business  
**Accounting Worksheet 2024-2025**

**Fall**

**Spring**

1<sup>st</sup> Year

_____ BGEN 104US – 1st Year Bus Seminar	3
<small>***BGEN 104US preferred, but any University Seminar (US) core course may satisfy this requirement</small>	
_____ Math ***Specific course based on math placement	3-6
_____ 1-3 University Core	3-9
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_____ BGEN 204 - Bus Fundamentals	3
_____ ECNS 101IS- Econ Way of Thinking	3
_____ M 161Q – Survey of Calculus	4
_____ WRIT 101W - College Writing	3
_____ University Core	3
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- Explore minors
- Plan ahead for study abroad
- Check your non-bus/non-econ elective count

Year 2

_____ ACTG 201 – Prin of Acct I	3
_____ BMIS 211 – Data Analytics I	3
_____ STAT 216Q – Intro to Stats	3
_____ ECNS 202 – Macroeconomics	3
_____ University Core	3
	15

_____ ACTG 202 – Mgmt Acct	3
_____ ACTG 223- Prin of Fin Acct II	3
_____ BMGT 205 – Prof Bus Comm	3
_____ BMGT 240IS – Bus Resrch Meth	3
_____ ECNS 204IS – Microeconomics	3
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- Transition from Office of Student Services Advisors to Faculty Advisor
- Explore internship opportunities

Year 3

_____ ACTG 327 – Inter Acct I	3
_____ BFIN 322 – Finance	3
_____ BMGT 335 – Mgmt & Org	3
_____ BMIS 312 – Data Analytics II	3
_____ University Core	3
	15

_____ ACTG 328 – Inter Acct II	3
_____ ACTG 321 – Acct Info Sys I	3
_____ BMGT 322 – Op Mgmt	3
_____ BGEN 361 – Business Law	3
_____ BMKT 325 – Marketing	3
	15

- Submit Pre-Graduation Worksheet (PGW)
- Check total credit count

Senior Year

_____ ACTG 401 – Fed Tax	3
_____ ACTG 410 – Cost Acct I	3
_____ ACTG Elective	3
_____ Non-Business/Non-Econ Elecs	3
_____ Free Elective	3
	15

_____ BGEN 499 – Sr Strategy Seminar	4
_____ ACTG 411R – Auditing I	3
_____ ACTG 415 - Gov't Acct	3
_____ Free Electives	4
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**Know Your Degree Requirements:**

- University:**
- University Core
  - 42 Upper-Division (300-400 level) Credits
  - 120 Total Credits
  - 2.00 Cumulative MSU GPA
- Jabs:**
- Required Business Courses
  - Option (ACTG) Specific Required Courses
  - 1 ACTG Elective
  - 48 credits Non-Business/Non-Econ Electives

- University Core** [1 course in each category]
- US** [University Seminar] = BGEN 104US
  - W** [Writing] = WRIT 101W
  - Q** [Quantitative Reasoning] = M 161Q
  - D** [Diversity]
  - CS** [Contemporary Issues in Science]
  - IN** [Natural Science]
  - IA/RA** [Art]
  - IH** [Humanities]
  - IS** [Social Science (IS)] = ECNS 101IS
  - R** [Research] = BMKT 342R

- Non-Business/Non-Economics Electives:**  
 48 credits outside of business, econ & ag business (ECNS 101, ECNS 202, ECNS 204, BMGT 240 are included).

- 1 Accounting (ACTG) Elective (3 credits):**
- ACTG 431-VITA (Spring only)
  - ACTG 421 – Data Analytics for Acct (usually Spring)
  - ACTG 441 – Fin State Only (usually Fall & Spring)
  - ACTG 498 – Internship (Fall, Spring & Summer)

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## Advising Info

### Here's what you need to know:

*Academic Planning is ESSENTIAL for timely graduation.*

**Grades** of 'C-' or better are required for pre-requisite & required courses in majors, minors, and for all university core requirements. 2.0 cumulative GPA is required to graduation from MSU.

### **Plan for pre-requisites; they are enforced:**

- You can see pre-requisites in DegreeWorks or in the online course catalog
- The computer WILL NOT let you register for a course for which you don't have the pre-requisite.

### **Key Accounting Pre-Req Sequences:**

\*ACTG 223 → ACTG 327 → ACTG 328 → ACTG 411R

\*BFIN 322, BMKT 325, BMGT 335, BMIS 312, BGEN 361 & BMGT 322 → BGEN 499

**You get electives; use them wisely!** Recommended electives:

### **Non-business/non-economics electives:**

- 40% of 120 (48 credits) required
- Use DegreeWorks to track your progress
- Don't leave them until your senior year!



**120 total credits** are required to graduate from MSU (in any major). Use DegreeWorks to count your credits. Most Business majors need a handful of **free electives to reach 120 total credits.**

### **Residency Policies:**

- **Jabs:** Of the upper-division credits required for business students, at least 18 credits and BGEN 499 (4 credits) must be taken at Jabs.
- **MSU:** 23 of your last 30 credits must be taken at MSU (does not include study abroad).



**Jabs Advising FAQs:**

### **How does advising in Jabs work?**

- New students (1st year & transfer) and all 1st & 2nd year students are advised by professional advisors in the Jabs Office of Student Service (OSS).
- As students move into year 3 & 4 they transition to a faculty advisor.
- All students work with Jabs Office of Student Services to apply for graduation and have their degree certified. See below.

**Need to meet with an advisor?  
We have appointments  
& drop-in advising!**



### **You have to APPLY to graduate!**

1. Submit pre-graduation worksheet (PGW) signed by your advisor one year prior to graduation.

**Spring grads = May 1; Fall grads = Dec 1 of the previous year!**

2. Your degree is certified = confirm you are on track for graduation & enter certification note in DegreeWorks.

3. You apply for graduation in MyInfo. Application is 'unlocked' by the DegreeWorks certification note.



**Ready to graduate?** Here's the PGW form:

### **Questions? Need Help?**

**Jabs Office of Student Services**

business@montana.edu; 406-994-4681

Jabs Hall Room 124

[www.montana.edu/business/current-students/student-services/](http://www.montana.edu/business/current-students/student-services/)