

Business Administration Minor (2025-2026)

Fundamentals for non-Business majors

Daniels Undergraduate Programs

Daniels College of Business,
suite 255

Appointments: 303-871-6910

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- The Business Administration minor is available to any undergraduate student who is not pursuing a BSBA or BSAcc degree (not pursuing a major in business).
- The required courses typically are offered in autumn, winter, and spring quarters. Although some courses are offered in summer quarters, BUS 1440 and MGMT 2100 historically have not offered in summers.
- A minor GPA of 2.00 or higher is required to graduate.
- Only grades of "C-" or higher fulfill minor requirements.
- Any minor course substitutions must be preapproved by Daniels Undergraduate Programs.

Students pursuing an optional additional minor that also requires one of these courses () should note that the courses for the Business Administration minor will **not** be able to count toward the requirements for both minors simultaneously. Courses cannot overlap between minors.

Business Administration Minor Course Requirements

Designed especially for high-achieving students who want the fundamentals of business education without majoring in business. In 24 credit hours, you can master the core principles of management, accounting, finance, marketing, and legal studies.

Please note that some courses below have different prerequisites for Business Administration minors when compared to the prereqs for business majors. For example, business majors who take MKTG 2800 must have sophomore standing and have completed MGMT 2100 and INFO 1020. Business Administration minors need just sophomore standing and a declared minor.

The six courses listed below are required, totaling 24 quarter credits:

BUS 1440 The Fourth Industrial Revolution (4 credits)**

No Prerequisite

This course provides a practical glimpse into the future of the global and competitive nature of business. Key business activities such as marketing, finance and accounting, working in teams, and product/service innovation and creativity are introduced.

MGMT 2100 Leading High-Performance Organizations (4 credits)

Prerequisite: BUS 1440

Technical skills are important for leaders and managers. What sets the great ones apart is their ability to motivate and inspire colleagues and employees alike. In this course you learn the essentials of organizational behavior and acquire a toolkit of evidence-based people skills.

LGST 2000 Foundations of Business Law (4 credits)**

Prerequisites: Sophomore Standing (45 credits earned) & BUS 1440

Weaving ethics and law into the business world is common practice at Daniels. This class offers a deep look at the managerial perspective of the role of ethics and law and its relationship to business environment.

ACTG 2200 Introduction to Financial Reporting (4 credits)**

Prerequisite: Declared minor

The purpose of this course is to introduce students to accounting and its relevance in the business world. Students learn how to analyze transactions and prepare financial statements. In addition, students are introduced to publicly traded companies' annual reports and 10k's.

MKTG 2800 Introduction to Marketing (4 credits)**

Prerequisite: Sophomore Standing (45 credits earned) & declared minor

Recognizing that marketing is one of the most visible and dynamic business disciplines, this class is included as part of the business minor to give you broad-based marketing knowledge.

FIN 2800: Financial Decision Making (4 credits)

Prerequisite: ACTG 2200

Basic financial principles and analytical skills including ratio analysis, breakeven analysis and leverage, net present value, internal rate of return, and standard forecasting techniques.