



**Transfer Guide for the City Colleges**  
**School of Professional Studies**  
**North Park University**  
**Bachelor of Arts in Business Administration**

**Contact Person(s)**

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**Program Description**

Business Administration majors get a solid foundation in the theories and principles of accounting, finance, marketing, economics, human resource laws, and decision-making. Majors will understand how to budget, organize, market, direct, control, and manage a variety of organizations. Courses in work environment issues such as diversity, ethics, and politics will help develop a balance between sensitivity and fairness.

**Program Highlights**

Accelerated format	Earn 4-8 semester hours every seven weeks
Class format	Seven-week courses meet face-to-face (once/week) or online;
BA degree	Flexible BA general education requirements allow for maximum transfer credit
Prior learning assessment	Up to 20 credits can be earned through Prior Learning Assessment; PLA Coordinator will assist student to determine credit possible; can include corporate/ occupational training and learning gained from work experience
Financial aid	Student loans, Federal Pell Grants, and Illinois MAP Grant benefits; some scholarships available
Books & Materials	Can be ordered online
Intended audience	Working students who need to complete a bachelor's degree while continuing to work

**Admission Requirements**

- 12 hours of transferable college-level coursework with a 2.00/4.00 cumulative GPA
- North Park will accept in transfer up to 90 semester hours from two-year and four-year institutions
- Completion of IAI general education core fulfills most BA core requirements

**Application Procedure**

- Complete online application; no application fee
- Submit official transcripts from all previous college work

**Transferring Major Business Courses from the City Colleges**

- A minimum grade of C or better is required from the City Colleges to waive a course in the business major
- Courses are waived at the discretion of the major department faculty chair

**Graduation Requirements**

- Completion of major coursework (36-40 SH, in transfer and/or at North Park)
- Completion of core general education requirements (in transfer and/or at North Park)
- Minimum graduation requirement of 120 semester hours; minimum residency requirement of 32 semester hours earned at NPU
- A "C" average (2.0 GPA on a 4.0 scale) for all work taken at NPU
- A "C" average within the major



The following are the North Park University core general education requirements and their City Colleges equivalents. The IAI Common Core requirements for the Associate in Arts or the Associate in Science from City Colleges will fulfill the majority of core curriculum requirements for general education at North Park University.

***This transfer guide is designed to assist students with their academic planning. Every effort is made to maintain accurate information; however, this information is subject to frequent change. In some cases, only a sampling of courses has been included. Courses within each general education category designated "IAI" will transfer to North Park's School of Professional Studies. Students should contact their admissions advisor to keep informed of changes, as final responsibility for verifying information rests with the student.***

**Transfer Guide  
Bachelor of Arts — General Education Requirements**

North Park Requirements	Credits	City Colleges Equivalent Course Option(s)
Foundation Seminar	4	CIS 120 and CSS 101
Writing Intensive Course	4	Coursework equivalent to IAI Common Core Written Communication category [fulfilled in Business Administration major coursework]
Research Writing	4	NA
Analytical Reasoning	4	Coursework equivalent to IAI Common Core Math category
Biblical Studies	4	RELIGN 102 and 103
Christian Life & Thought	4	PHL 108, or RELIGN 101, or 106, or 107, or SOC 110
Human Society	8	Coursework equivalent to IAI Common Core Social/Behavioral Science or Humanities Categories [partially fulfilled in Business Administration major coursework]
Health & Well-Being	2	HEALTH 250
Art & Aesthetic Interpretation	2	Coursework equivalent to IAI Common Core Fine Arts category
Ethical Reasoning	2	Coursework in any disciplinary approach to ethics (philosophy, business, religion) [fulfilled in Business Administration major coursework]
Intercultural & Global Competence	8	Coursework in Global (non-US) history, foreign language, intercultural communication, global, international, or comparative studies, international politics, business, or economics
Natural Sciences	4	Minimum of 4 sh in life and/or physical science with lab component (Note: May be met by a single 4 sh class in physical or life science)

**Transfer Guide  
Business Administration — Major Requirements**

North Park Requirements	Credits	City Colleges Equivalent Course Option(s)
ORG 3034: Business Communications	4	Speech 101 or 160 and BUS 111
ORG 4074: Leadership and Management	4	NA
ORG 4094: Principles of Marketing	4	BUS 231
ORG 4120: Business Ethics	4	NA
BADM 3100: Principles of Macro & Micro Economics	4	ECON 201 & 202
BADM 3300: Financial Accounting	4	BUS 181
BADM 3500: Managerial Accounting	2	BUS 182
BADM 3900: Business Law	2	BUS 211 or 212
BADM 4100: Foundations of Finance	4	BUS 241
BADM 4200: Production Management or ISIT 3030: Information Systems in Organizations	4	NA
BADM 4400: Strategic Management	4	NA
Total	40	<i>NOTE: A maximum of 20 SH in the major may be replaced by transfer courses. (At least 50% of the major must be completed at North Park University.)</i>