

# Student Graduation Check for

2008/2009 Intake for Human Resources Management (B-A8-XXXX-X)

**\*\* Students require minimum GPA of 2.0 to graduate**

## Instructions for Student Graduation Checking

Please tick the box on the left corresponding to the courses you have taken and passed to check that you have completed all the necessary courses needed for graduation.

### A. Compulsory Courses (34 courses)

Tick

	ACCT200	PRINCIPLES OF ACCOUNTING I
	ACCT201	PRINCIPLES OF ACCOUNTING II
	CBIS100	INTRODUCTION TO COMPUTING
	CBIS111	COMPUTER APPLICATIONS
	CBIS250	INFORMATION MANAGEMENT CONCEPTS
	CBIS251	INFORMATION MANAGEMENT APPLICATIONS
	ECIF100	INTRODUCTION TO MACROECONOMICS
	ECIF101	INTRODUCTION TO MICROECONOMICS
	FINC300	FINANCIAL MANAGEMENT I
	FINC301	FINANCIAL MANAGEMENT II
	MGMT100	INTRODUCTION TO BUSINESS
	MGMT102	PRINCIPLES OF MANAGEMENT
	MGMT202	BUSINESS COMMUNICATIONS I
	MGMT203	BUSINESS COMMUNICATIONS II
	MGMT232	BUSINESS LAW
	MGMT304	ADVANCED BUSINESS COMMUNICATIONS
	MGMT315	BUSINESS RESEARCH
	MGMT316	ORGANIZATIONAL BEHAVIOR
	MGMT318	HUMAN RESOURCE MANAGEMENT
	MGMT319	ORGANIZATIONAL CHANGE AND DEVELOPMENT
	MGMT361	HUMAN RESOURCE PLANNING AND STAFFING
	MGMT362	TRAINING AND DEVELOPMENT
	MGMT363	PERFORMANCE AND COMPENSATION MANAGEMENT
	MGMT402	APPLIED BUSINESS PROJECT I
	MGMT403	APPLIED BUSINESS PROJECT II
	MGMT413	BUSINESS ETHICS
	MGMT461	EMPLOYEES RELATIONS
	MGMT462	GLOBAL HUMAN RESOURCE MANAGEMENT
	MGMT463	STRATEGIC HUMAN RESOURCE MANAGEMENT
	MKTG202	PRINCIPLES OF MARKETING
	MSOR100	BUSINESS MATHEMATICS
	MSOR103	SURVEY CALCULUS
	MSOR210	STATISTICS I
	MSOR211	STATISTICS II

### B. Compulsory English Courses (2 paired courses)

Tick

	ENGL022	PRACTICAL ENGLISH 1A - BASIC SKILLS I
	ENGL023	PRACTICAL ENGLISH 1A - BASIC SKILLS II
OR		
	ENGL150	PRACTICAL ENGLISH 1 - INTERACTION & STUDY SKILLS I
	ENGL151	PRACTICAL ENGLISH 1 - INTERACTION & STUDY SKILLS II
OR		
	ENGL292	PRACTICAL ENGLISH 2 - DEVELOPMENT I
	ENGL293	PRACTICAL ENGLISH 2 - DEVELOPMENT II
OR		
	ENGL310	PRACTICAL ENGLISH 3 - ADVANCED I
	ENGL311	PRACTICAL ENGLISH 3 - ADVANCED II

**C. Major Elective Courses (3 courses)**

Tick any 3 of the following courses

<input type="checkbox"/>	MGMT314	QUALITY MANAGEMENT
<input type="checkbox"/>	MGMT317	STRATEGIC MANAGEMENT
<input type="checkbox"/>	MGMT364	SERVICE MANAGEMENT
<input type="checkbox"/>	MGMT365	GROUP DYNAMICS
<input type="checkbox"/>	MGMT367	COMMUNICATION MANAGEMENT (2nd Semester)
<input type="checkbox"/>	MGMT406	ENTREPRENEURSHIP AND SMALL AND MEDIUM SIZED ENTERPRISES
<input type="checkbox"/>	MGMT464	LEADERSHIP
<input type="checkbox"/>	MGMT465	CROSS-CULTURAL MANAGEMENT
<input type="checkbox"/>	MGMT466	CONTEMPORARY TOPICS IN HRM
<input type="checkbox"/>	MGMT467	HRM PRACTICUM
<input type="checkbox"/>	MGMT471	INTERCULTURAL COMMUNICATION FOR MANAGEMENT

**D. Elective: Non Business Courses (3 courses)**

Tick and write down your three non business elective courses

<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

**E. Electives: FBA 2nd Year Level or Above (3 courses)**

Tick and write down your FBA 2nd year level or above elective courses

<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

**E. Electives: FBA 3rd or 4th Year Level Courses (3 courses)**

Tick and write down your FBA 3rd or 4th year level elective courses

<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

**IMPORTANT NOTE: RESPONSIBILITY OF STUDENT**

- 1 If you have changed majors, please ensure that all N codes and G codes have been properly applied for by completing the form attainable at the Registry. **This can affect both your GPA and credits attained for graduation if not done.**
- 2 Ensure that you have completed all the procedures for course equivalencies, substitutions, exemptions and /or waivers for courses which you have taken in replacement of any of the above courses. **Students who have not completed the course equivalency, substitutions, exemptions or waivers procedures will not be able to graduate and will be assumed to have taken wrong courses and/or have outstanding courses.**
- 3 Ensure that you have declared your major (and specialization if applicable) and your declared major (and specialization is correct).
- 4 Ensure that the graduation check matches your intake and student number.
- 5 In order to graduate on time, students are responsible for ensuring that they have taken all the necessary courses and have completed the above stated procedures if applicable. FBA will not be responsible for students who cannot graduate on time for these reasons.
- 6 If you have any questions regarding the graduation check, please consult the FBA General Office.