**STUDENT INFORMATION**

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| **Student’s Name:** | **NAU ID:** |
| **E-mail Address:**      @nau.edu | **Phone Number:** |
| **Enrollment Term:**       (ex. Summer 2016) | **Expected Graduation:**       (ex. Spring 2019) |
| **Advisor:** | |
| **Total Required Credits for this Degree Program:** **36** | |
| **This is the:**  **Initial** (upon admission)  **Final** (submitted with Graduation Application) **Program of Study** | |

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| **\*** | **Course No.** | **Course Title** | **Replacement Course** | **Semester** | **Year** | **Hours** | **Grade** | **T/E/P\*\*** |
| 1. **Core Courses (15 units required)** | | | | | | | | |
| \* | ADM 515 | Principles of Leadership  *REQUIRED in 1st TERM*  *(program fee attached)* |  |  |  |  |  |  |
| \* | ADM 540 | Principles of Administration  *(program fee attached)* |  |  |  |  |  |  |
| \* | ENG 526 | Advanced Professional Writing  *REQUIRED in 1st TERM* |  |  |  |  |  |  |
| \* | POS 543 | Organizational Management  *(program fee attached)* |  |  |  |  |  |  |
| 1. **Research Methods, Statistics, or Evaluation:** Choose ONE of the following courses. | | | | | | | | |
| \* | ADM 530 | Principles and Strategies of Program Evaluation  *Pre-req: 6 units of ADM coursework* |  |  |  |  |  |  |
|  | POS 501 | Research Methods and Analysis |  |  |  |  |  |  |
|  |  | Or other approved Research Methods, Statistics, or Evaluation Course: |  |  |  |  |  |  |

Student’s Name:      NAU ID:

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| **\*** | **Course No.** | **Course Title** | **Replacement Course** | **Semester** | **Year** | **Hours** | **Grade** | **T/E/P\*\*** |
| 1. **Emphasis: Small Business Administration (15 units required)** | | | | | | | | |
| \* | ADM 500 | Management Information Systems for Administrators |  |  |  |  |  |  |
| \* | ADM 510 | Finance and Economics for Administrators |  |  |  |  |  |  |
| \* | ADM 550 | Marketing for Administrators |  |  |  |  |  |  |
| \* | ADM 660 | Business Law Administration |  |  |  |  |  |  |
| \* | ADM 680 | Strategic Management |  |  |  |  |  |  |
| * 1. **Electives (3 units required):** Advisor approval required. | | | | | | | | |
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| 1. **Capstone Experience (3 units required)** | | | | | | | | |
| \* | ADM 689 | Capstone – TAKE IN FINAL TERM  *Plan 3-6 months in advance*  *(program fee attached)* |  |  |  |  |  |  |

**ADDITIONAL INFORMATION**

In addition to all University and Graduate College policies, procedures, and requirements, graduate students must also adhere to the academic requirements, policies, procedures, and criteria outlined by their program’s Graduate Student Handbook.

**Students:**

You must secure official approval by your advisor and Department Chair/Director before submitting the final Program of Study.

By signing or entering your name below, you agree to the following statement:

*“Students are responsible for complete knowledge of Academic Catalog requirements in their degree plan for their catalog year and adhering to all policies in the Academic Catalog.”*

**Advisors and Chairs/Directors:**

Please indicate approval of the curriculum on the Program of Study by placing your signature (electronic signatures are permitted) in the space provided.

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| **Student:** | **Date:** |
| **Advisor:** | **Date:** |
| **Chair** (required for Final)**:** | **Date:** |

**\*\*Transfer/Equivalent/Previous Graduate Degree** – Must have Advisor approval

Transfer T = Course transferred from another university

Previous Graduate Degree P = Course taken at NAU from previous graduate degree

Equivalent E = Course taken at NAU in place of required course

Internal Transfer I = Graduate level course taken as undergraduate; Not applied to undergraduate degree

**Transfer Credit Example:**

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| **\*** | **Course No.** | **Course Title** | **Replacement Course** | **Semester** | **Year** | **Hours** | **Grade** | **T/E/P\*\*** |
|  | **ABC 123** | **Fundamentals of English** | **ASU 456** | **Fall** | **2012** | **3** | **A** | **T/ASU** |