

**November 2024  
Economics and Business Department**

**Pre-Registration**

Pre-registration runs from Monday, November 4<sup>th</sup> through Friday, November 22<sup>nd</sup>. More information can be found [here](#) on the Registrar's website.

**E&B Academic Year 2024-25 Schedule & Requirements for the Majors**

The 2024-25 Economics & Business Teaching Schedule can be found [here](#). If you pick up a course schedule in Palmer, please make sure you are viewing Version 11.1.24. You can also find the department schedule on the Economics & Business website [here](#).

If you'd like to review requirements for the majors, you can find them here:

- [Business, Economics, & Society + Approved Social Issues Courses](#)
- [Economics](#)
- [International Political Economy](#)
- [Mathematical Economics](#)

\*Note, if you are looking for an older version of one of these majors, please stop by Palmer and talk with Nancy Heinecke or Kat Miller-Stevens.

**Costs for course materials (estimate)**

Estimated costs for required purchases (like a seat license for cases, online learning materials, or software or simulations) and textbooks are posted [here](#). Note that CC's cost of attendance estimate for financial aid includes [\\$155 per block for books](#) and that students should plan ahead to cover this cost from their financial aid award or family contribution – the department is prohibited by college policy from covering these costs.

**Advising Office Hours**

The Economics and Business Department will hold office hours during the preregistration period every day *except* Tuesday 1:00pm to 3:30pm in Palmer 119 for undeclared students seeking advice about selecting their courses; declared students are also welcome. Students can also stop by Christina Rader's office during her Department Chair office hours, most Mondays and Wednesdays between 2-3pm.

**Reminders**

- **Half-Block Registration is Also Open:** Half-block courses run from January 6<sup>th</sup> to 16<sup>th</sup>. Course listings and information can be found [here](#). The Economics and Business Department is offering three half-block courses, including:
  - EC110 Economics of Women's Sports, taught by Melanie Auguste '09
  - BU111 Personal Financial Planning [online], taught by Tim Nguyen
  - BU111 Personal Financial Planning [online], taught by Georg Grassmueck

- **Study Abroad / Study Away:** All requests for transfer credits from study abroad must go through Summit. If you're curious to know when/whether approved transfer credits will show up in Stellic, here is what the Registrar told us: "When we receive the official transcripts from study abroad, we review the student's Summit application for approval comments. If the note of approval is clear and the student's requirement shows missing, we will make the exception when we process/post the transfer credit to the student's record. If the approval note is unclear or if the student's requirement appears to have already been met, then we place a general note that we received the transfer credits but are unable to update the audit accordingly. In these cases, it would be up to the student/advisor to review and if applicable, request for the exception in Stellic. The general Notes are made visible to the student as well to help remind them."
- **Stellic:** If you encounter any issues with Stellic not counting courses properly in the major, please email Ashley Nichols, Christina Rader, and Kat Miller-Stevens to notify them of the problem.
- **Declaring A Major:** Students should declare their major by the end of sophomore year. Students should see the Paraprof, Yasmine Khali, to declare one of our majors. Click [here](#) if students have any questions on the process to declare a major in the Economics and Business Department, or if they have a question on the method to assign advisees.

### For Specific Majors

#### Economics Major

- **Electives:** Part E describes the five electives Economics majors must take:
  - At least four of the five electives must be at the 300-level or 400-level. The remaining elective may be a 200-level course
  - At least one of the five electives must come from the "Economics Major Part E" list of electives, which is posted on the department website [here](#). The remaining four elective courses must be EC courses (not BU or cross-listed with BU).

#### Business Economics and Society Major

- **Social issues list:** The list of social issues courses is available on the website, [here](#).
- **Social issues petition:** If a student wishes to petition for a course to count as social issues, follow the instructions [here](#) (downloaded file).

#### International Political Economy Major

- **Changes to the IPE Major:**
  - Students entering CC in AY 2024-25 or later (graduating class of 2028 and beyond) must take PS209 (Introduction to International Relations) as their introductory IR course. Students who entered CC prior to AY 2024-25 (graduating classes of 2027 and previous) may take either [PS209](#) (Introduction to

International Relations) OR PS225/[PS340](#) (Conduct of US Foreign Policy) as their introductory IR course.

- The course number for Conduct of US Foreign Policy was PS225 prior to AY 2024-25, and changed to [PS340](#) as of AY 2024-25. Students in this category may choose to take both PS209 and PS225/[PS340](#). In qualifying circumstances where students take both courses, [PS209](#) (Introduction to International Relations) will count as the introductory IR course and [PS225](#)/[PS340](#) (Conduct of US Foreign Policy) will count as an upper-level IR elective.
- **Political Science AY24-25 Schedule:** The schedule for political science can be found [here](#).

### Mathematical Economics Major

- **Mathematics Required Courses:**
  - Students who need to take MA217 can now take MA217 or MA237 to meet that requirement.
  - Students who have AP credit for MA117 must take MA237 to fulfill the MA217/MA237 requirement (they should not take MA217 because the content between AP Stats and MA217 is too similar).
  - Students who took MA117 in AY2022-23 or earlier may count it towards the 2023 Mathematical Economics major and may also use it for the MA217 prerequisite for EC403.
- **Mathematics Electives:**
  - Students are now required to take MA221 instead of MA220. The course content from MA220 is now offered in MA221 Advanced Linear Algebra. MA220 is no longer offered. Students who took MA220 prior to AY24-25 can use MA220 to meet this requirement.
  - If a student has taken MA217, MA237 may count as an elective.
- **Economics Electives:**
  - Approved last spring, any 300- or 400-level EC elective will now fulfill the economics elective requirement of the major.
  - BU317 Investments will no longer count as an economics elective after 2023-2024 *unless* the student declared the Math Econ major prior to Fall 2024. If a student declared the Math Econ major prior to Fall 2024, they *can* take BU317 any time and it will count as an economics elective.
- **Mathematics & Computer Science AY24-25 Schedule:** The schedule for Mathematics and Computer Science can be found [here](#).

### Other Information

#### Petitions, Requests for Credit, and Courses Taught by Department

Students may engage in three types of petitions and requests for credit: (1) Requests for credit from transfer, study abroad, or AP/IB; (2) petitions for substitutions or exceptions to major

requirements; and (3) petitions for Social Issues courses for the BESoc major. Each is handled differently, following the procedures below.

### **1. Requests for Credit from Transfer, Study Abroad, or AP/IB**

[This web page](#) details the processes for requesting credit. All requests for transfer credit from **study abroad MUST start in Summit**, not by email. Other requests for transfer credit, such as requests for transfer credits from a previously attended school, should be emailed to Professor Kristina Acri and **must include the course syllabus**, not just the course description or title. Requests for transfer credits related to math courses in the Economics & Business majors (for example, MA117 or MA125) need to be sent directly to the Mathematics and Computer Science Department.

### **2. Petitions for Social Issues Courses in the BESoc Major**

If you wish to petition for a course to count as social issues, follow the instructions [here](#).

### **3. Petitions for Substitutions or Exceptions to Major Requirements**

Petitions for substitutions or exceptions to major requirements should be emailed to the Chair, Professor Christina Rader, using the process and template below. ME majors: If the petition concerns the Math portion of the ME major, the student should start by getting the petition approved in the Math department by reaching out to the chairs of the department, Professor Luis Garcia Puente and Professor Janet Burge. IPE majors: if the petition concerns the Political Science portion of the IPE major, the student should begin by reaching out to the Political Science Department.

Instructions to students: In order to petition for a substitution or exception to major requirements, you will need to get your advisor's support (in writing -- an email from them to the Chair, Professor Christina Rader, would be fine) and write up a request for the department to consider. In your petition you should explain:

- what you are requesting
- why the request is being made
- how this will benefit your academic, personal or professional goals
- any other relevant information

Once Professor Rader has received the petition, she will forward it to the petitions committee for a vote. This is usually a process that takes a few days to a week. Given that the outcome is uncertain, you should submit the petition as soon as possible.

Other factors to consider when submitting a petition:

Since all our majors include reasonable choice for students, exceptions and substitutions will only be considered in the case of 'dire emergencies'. We define dire emergencies as including:

- Departmental changes to the course schedule after students have registered for courses, whether our own department or a study abroad program; or

- Student excused (Y) withdrawal from a course that would have fulfilled a requirement (e.g. concussion, death in the family), or an equivalent circumstance that led to a student dropping a required course rather than an excused withdrawal; or
- Incorrect advising from a faculty member, the Registrar, or the Advising Hub, documented in writing, upon which a student relied and which cannot be resolved without significant pain for the student.

We do not believe that the following constitute dire emergencies, so in the future we will not deliberate on or grant exceptions or substitutions where:

- A student is a double major (or minor) so “it would be easier for them if we..”; or
- A Study Abroad program makes it inconvenient for them to complete the major requirements within their original plan (whether those exceptions are courses at CC or elsewhere); or
- A student independently assumed that credits would count or transfer, so is asking retroactively.

Students who wish to graduate in less than four years should document their efforts to do so, via declaring on time, planning courses appropriately, and having a credible plan to graduate early. We encourage students to use Stellic for these purposes.

#### ***4. Courses taught by “Department”***

Some courses will be taught by a one-year visitor we are in the process of hiring. If you need a consent PIN for “Department”, please email Kat.

If Banner does not recognize a student’s prerequisites for one of those courses (usually due to the prerequisites being transferred in), advisors can provide the consent of department PIN, which will be emailed to advisors separately.