

Frequently Asked Advising Questions

*Aimed at Accounting and MIS students, but most apply to all College of Business students.

General Advising

1. Do I have to see my advisor before I register?

No, you are not required to see your advisor before you register. However, it's in your best interests to get advice concerning which courses to take and when to take them. This can become especially important later in your career since your advisor is likely to know more about when a particular course or sequence of courses will be offered. Accounting and MIS courses have a number of course pre-requisites. Not getting the courses you need in the right sequence can delay your graduation. We recommend that you visit with your advisor at least once a semester.

2. What classes are offered only Fall Semester? Only Spring Semester?

Generally, the Bulletin indicates which courses are offered only in the Fall or Spring semesters with an F or S following the course description. There are exceptions, so you should check the online schedule for availability.

3. Why do I need to meet with an advisor?

Your advisor is familiar with your program, requirements, course sequencing, and course availability. Advisors can help students avoid mistakes that may add an extra semester or more to your program of study.

4. Can I take accounting/business/management information systems courses through Tri College?

No, the College of Business requires that 300 and 400 level accounting, business, and MIS courses come from AACSB-accredited institutions. Neither Concordia College nor MSU Moorhead is AACSB accredited. You may take general education and other electives through the Tri-College system.

5. What is the minimum GPA to graduate from the College of Business? Are there any exceptions?

The minimum GPA to for a degree from the College is 2.50. There are no exceptions.

6. How often (and when) should I meet with my advisor?

You should consider meeting with your advisor at least once every semester to plan out the next semester's classes. Students interested in an internship or cooperative education experience and those approaching graduation should meet with their advisor to discuss those issues. Your advisor is also there to help with other questions concerning your academic life and career.

7. As an incoming freshman, I was told that I could register for ENGL 120. I see that ENGL 110 is required. Did I get bad advice?

No. If you get a C or better in Engl 120, you will receive credit for ENGL 110 and ENGL 120. So you will earn 6 credits by taking the 3 credit ENGL 120.

Practicum

1. When should I complete my co-op?

You can complete the co-op at any time before you graduate. However, we recommend that you do not complete your co-op until at least your second semester of your junior year. Some students complete their co-op during the summer between their junior and senior year and some wait until they have completed all courses. Some students complete their co-op by working part-time during the academic year. Others complete their co-op by working full-time and not enrolling in classes.

Accounting majors that want to get their co-op experience in public accounting usually work full-time during spring semester.

2. How do I find a co-op?

You should enroll with the Career Center during your second semester of your sophomore year, at the latest. Then you will have access to the co-ops available through the Career Center. Some students find a co-op experience through acquaintances, rather than using the Career Center. We recommend that you work on both approaches.

3. What do I have to see my advisor about once I have accepted a co-op position?

Once you have the position, go to the Career Center to get a packet with forms that you need to complete. You will need to meet with your advisor to establish learning objectives for your co-op and to learn how your advisor will evaluate your co-op.

4. I have been working in accounting for a number of years. Do I still have to complete a co-op?

No. While most students complete the practicum requirement through co-ops, there are other options. Those options are: Acct 413-Internship; BUSN 486-Senior Thesis; IME 456-Program and Project Management; BUSN 415-Small Business Institute; or UNIV 492-Study Abroad Program. See your advisor to discuss which is the best option for you.

5. What is the difference between a co-op and an internship?

The difference is that a co-op is a paid work experience and an internship is an unpaid work experience. Both require the same number of hours of a work experience in your major area and a final paper. Students who complete the co-op register through the Career Center, complete forms for the co-op, and pay a fee. (See the Career Center website for information on current costs.) Students who complete the internship register through the AIS Department and there is no additional fee.

6. When I register for a coop during the spring semester, does that affect my scholarships (presidential and otherwise)?

No, you are considered a fulltime student.

Professional Program

1. Can I take any business, accounting, or MIS courses before I am admitted to the professional program?

Yes. You can take any of the following courses before you are admitted to the professional program: Acct 311, Busn 340, Busn 350, Busn 360, and MIS 370. You do need to have junior standing and a 2.5 GPA to enroll in these courses.

2. When should I apply for the professional program?

You should apply early in your second semester of your sophomore year. That will provide time to process your application before registering for the next semester.

3. How do I apply for the professional program?

Go to the NDSU College of Business website and print off the application. There is an application fee of \$100. Return the completed application and application fee to the Student Services Center.

4. What are the minimum requirements to be admitted to COB professional programs?

You must have at least a 2.5 GPA to be admitted to the accounting, accountancy, or management information systems majors. You must also have completed the pre-professional courses. See your advisor for a list of required courses.

5. I have 50 credits and only have 3 required courses left to take in the pre-professional program. Campus Connection will not allow me to register for 300 and 400-level courses since I don't have 60 credits yet. Are there any courses that I can take to bring my course load up to full-time status?

You could also take free electives. A free elective is any course that does not fit into a required category. Accounting majors need 10 free electives and MIS majors need 5 free electives.

Changing Majors

1. I'm a freshman and thinking of switching my major from MIS to architecture. What do I need to do?

To help you decide which major is best for you, visit the Career Center website about what type of jobs you can get with different majors. <http://career.utk.edu/students/majors.asp>
It is also a good idea to visit a faculty in architecture and your MIS advisor.

If you decide to change majors, complete the change major form at <http://www.ndsu.edu/registrar/forms/major.pdf> Print the form and take the completed form to Registration and Records in Ceres or the Bison Connection in the Union. Once the form is processed, you will officially be an architecture major and you will be assigned an advisor in the architecture department.

Accounting Majors

1. Are there any minimum grade requirements for any of the accounting classes?

You must earn at least a B in Acct 200 and Acct 201 to enroll in 300 and 400 level accounting courses.

Management Information Systems

1. I was an engineering student before switching to MIS major. Can I waive UNIV 189?

Yes. UNIV 189 or BUSN 189 is only required for first year students with less than 24 credits.

2. Can CSci 160 substitute CSci 227?

Yes, CSci 160 substitutes for CSci 227 and CSci 161 substitutes for CSci 228.

3. Are there math courses that I can take to substitute Math 146?

Yes, Math 165 – Calculus I.

4. How can I get a Computer Science minor?

The process of getting a Minor in Computer Science depends on which courses you take as electives. There exists an “automatic” pre-approved Minor where no paperwork is required if you take the specified pre-approved courses in Computer Science. Otherwise, you will need to submit a Minor-approval form through the Computer Science Department and the Registrar and follow the courses specified for a Computer Science Minor. A copy of the Minor requires is available through the Computer Science Department.

5. I took CSci 160. Do I still have to take CSci 227?

No. CSci 160 satisfies the CSci 227 requirement. Also, CSci 161 satisfies the CSci 228 requirement.

6. CSci 489 has a prerequisites of CSci 372 and CSci 467. Do I need to take CSci 467?

No. Generally speaking if you are following the recommended MIS curriculum as listed in the [Guide to a Degree Handbook](#) you have all of the prerequisites for the required classes. Additionally, if you are interested in taking a CSci elective having prerequisites not required by the MIS program you should talk to the course instructor to determine if you are prepared to take the course.

7. I took CSci 114. Do I still have to take CSci 116?

Maybe. If you took CSci 114 before you declared a major in the College of Business then you can use CSci 114 to satisfy the CSci 116 requirement. If you were major in the College of Business when you took CSci 114 then you will need to take CSci 116.

One word of caution: College of Business courses, beginning with ACCT 200, require a high level of proficiency with spreadsheets (Excel), and a working knowledge of databases (Access) and web pages (HTML). If you feel weak in any of these areas you should consider taking CSci 116. If you are unsure of your level of knowledge you should discuss this with your adviser.

8. I took STAT 367. Do I still have to take STAT 330?

Maybe. You must take both STAT 367 and STAT 368 to satisfy the STAT 330 requirement. If you only took STAT 367 you will need to either take STAT 330 or STAT 368.

9. I took STAT 368. Do I still have to take STAT 330?

Maybe. You must take both STAT 367 and STAT 368 to satisfy the STAT 330 requirement. If you only took STAT 368 you will need to either take STAT 330 or STAT 367.

Prerequisites, Substitutions and Electives

1. Can I substitute CSCI 114 for CSCI 116?

Only if you completed CSCI 114 before you declared a major within the College of Business.

2. Which accounting courses have only ACCT 200 and ACCT 201 as prerequisites?

Acct 311, Acct 320, Acct 410, Acct 418, Acct 419, Acct 318

3. I have taken ACCT 318 as part of my accounting major. Can I take ACCT 418 or ACCT 419 as my accounting elective?

Yes, any 300 and 400 level accounting course that is not required for the accounting major fulfills the accounting elective requirement.

4. Can MATH 165 substitute for MATH 146?

Yes.

Transfer Issues

1. If a student graduates with an accounting or business minor from a school that is not AACSB accredited, do the accounting or business courses count toward an accounting or business major at NDSU?

No, we do not accept business, accounting, or MIS 300 and 400 level courses from schools that are not AACSB accredited.

2. I'm a transfer student, how many credits can I transfer from my old school?

NDSU requires that a minimum of 37 credits at the 300 and 400 level be earned at NDSU to graduate with a degree from NDSU. See the Bulletin for more information.

3. I attended a non-AACSB-accredited school. May I transfer credits from my old school to NDSU CBA?

You may transfer general education and free electives. You may also transfer in Acct 200 and 201. If you take 300 and 400 level business, accounting, or MIS courses at a non-AACSB accredited school, the courses will not count towards a major within the College of Business.