

**California State University, Long Beach**  
CBA Admission and Advising Center

**Pre-approval for a Business Administration Minor**

Minor programs of study in business administration, each requiring 18 or more units, are available in the following areas: Entrepreneurship, Human Resource Management, Management Information Systems, and Marketing.

Students in the following categories are **NOT** eligible to declare a business minor:

- 1) **Graduate Students**
- 2) **Business Majors**
- 3) **Undeclared or Pre-business Majors**
- 4) **Freshman or Sophomores**

Students will be allowed to take only those classes required for their minor, as listed on the minor contract given to the student by the department offering the minor. Changes to the contract must be approved by the department chairperson.

To file for the minor, please complete this form, obtain the CBA Admission and Advising Center stamp and signature, and take it to the relevant department office:

<b>Entrepreneurship</b>	<b>CBA 321</b>	<b>985-4753</b>
<b>Human Resource Management</b>	<b>CBA 321</b>	<b>985-4753</b>
<b>Management Information Systems</b>	<b>CBA 443 (3<sup>rd</sup> floor)</b>	<b>985-4993</b>
<b>Marketing</b>	<b>CBA 354</b>	<b>985-4769</b>

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To be completed by the Student:

_____ Name	_____ Social Security Number
_____ Address	_____ Class Level
_____ City	_____ Major
_____ Zip	_____ Minor Requested
(_____)_____ Daytime Phone Number	

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To be completed by the CBA Admission and Advising Center:

_____ Signature/Stamp	_____ Date
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