The Department of Business is happy to announce the creation of its new Business Minor (B-Minor). This program allows you to complete a B-Minor by simply adding a few courses to your program while finishing your BA, BS, BFA, or BTECH degree. Several of the B-Minor foundation (Core) courses meet other City Tech requirements you need to satisfy anyway. Thus, if carefully chosen, they may not significantly add to your overall workload. To enroll, just complete the Business Minor Declaration Form, get the appropriate advisor’s (see below) signature, and submit directly to the Registrar. Note that the form should be completed after you have completed at least 60 credits towards your BA, BS, BFA, or BTECH degree; however, you can begin taking appropriate courses (see below) earlier. Further, if scheduled properly, the Business Minor may not cost you anything. The required sequence of courses provides an adequate preparation for general business practice and a fundamental understanding of the key concepts that all businesses share.

“Minor in Business” will appear on your transcript.

There is no specific additional cost for the Business Minor, i.e., all students pursuing a BA, BS, BFA, or BTECH degree who are taking at least 12 credits towards their 4-year degree can take up to 18 credits per semester and retain their TAP and other financial aid. Thus, the program may have NO cost for most students. Students can also complete the B-Minor with Summer Session courses, and many of the Minor requirements also fulfill other City Tech degree requirements (see below). Students should check with Financial Aid to determine their specific situation with respect to tuition and costs.

The Core - 5 Required Courses:

- **Accounting:** ACC-1101 or ACC-1162
- **Business Law** (BUS-1122)
- **Finance** (BUS-2339) *Writing Intensive*
- **Macroeconomics** (ECON-1101) **Pathways: US Experience in Its Diversity**
- One more course from ACC, BUS, BUF, MKT, or other course from the student’s department to be decided together with a Business Department advisor. NO deviation from the Core is permitted without the written permission of the Business Department. Only Business Department advisors can sign your Minor Declaration and/or Validation forms.

* Writing Intensive (WI) Courses in the Department of Business:
  - Business Management (BUS-2425)
  - Financial Management (BUS-2339)
  - Financial Forecasting (BUS-2341)
  - Introduction to the Fashion Industry (BUF-1101)
  - Visual Merchandising (BUF-2203)

** Pathways: US Experience in Its Diversity in the Department of Social Science:
  - Macroeconomics (ECON-1101) – you get USED credit for this class!
Example 1: a student could enroll in ECON-1101 and get their Pathways/US Experience in its Diversity (USED) credit – this is something you need to do anyway, even if you decide not to complete the Business Minor. Example 2: you could take BUS-2339 and gain Writing Intensive (WI) credit – again, something you need anyway even if you decide not to complete the Business Minor.

You can also get credit for a course within your own major. Example 3: a Communication Design major could, with Business Department Advisor Permission, take COMD-3402 (Brand Strategy for Creatives) in lieu of the 5th required Business course.

Students who are serious about learning Accounting can take the ACC-1101/1201 sequence. This will result in taking 2 additional credits, but students will gain a much more comprehensive knowledge of Accounting. In this case, ACC-1201 will count as the 5th required course.

Other special arrangements are possible for Applied Mathematics and Data Analytics in Economics students and others.

For more information, contact the program advisors:
(STEM = Science, Technology, Engineering, and Mathematics)

- Creatives/non-STEM/Liberal Arts/Humanities/English majors: Dr. Denise Sutton
  DSutton@citytech.cuny.edu
- STEM/Engineering/Social Science/Science/Health majors: Dr. Lucas Bernard
  L Bernard@citytech.cuny.edu

Descriptions of Business (ACC, BUF, BUS, and MKT) courses may be found here. A description of ECON 1101 - Macroeconomics may be found here.

When you are getting ready to graduate, you will need to complete the Business Minor Validation Form. Your Business Minor Advisor (see above) will need to sign it and you will submit it directly to the Registrar’s Office.

"Errors & Omissions" Disclaimer: This announcement was created to supply you with accurate information. However, the regulations, policies, and rules of The City University of New York (CUNY) and the New York City College of Technology (NYCCT) are complex and evolving. Therefore, the contents of this announcement are provided for informational purposes only. No representations as to the accuracy, completeness, currentness, suitability, and/or validity have been made. The reader is advised to consult the College Catalog and/or other official CUNY/NYCCT sources of information.

"General Advice" Disclaimer: The information presented in this announcement does not constitute definitive educational or professional advice and is general in nature. It may not take into account all of your specific circumstances or reflect a full understanding of your current situation, future goals, and/or objectives. Thus, by acting on the information contained herein without reflection, you risk making commitments to courses and programs that may not be suitable for your needs.

"No Contract" Disclaimer: This announcement is not a contract (explicit or implicit) on behalf of The City University of New York, the New York City College of Technology, and/or any related person or entity. As such, the contents of this email/letter should be considered as for discussion purposes only. No binding agreement is intended or implied.

Business & Technology of Fashion (BTF) majors are not eligible for this minor.