NEW YORK CITY COLLEGE OF TECHNOLOGY
CITY TECH

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 (**C☺re**☺) 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 C☺re - 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 C☺re** 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 should 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** LBernard@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.

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