

# ADVISING NEWSLETTER

Spring/Summer 2021 Registration Window: November 3rd - 13th

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# Registration Preparation

- **Enrollment Appointment Time:** See the right side of your Student Center in PAWS. Click on your Enrollment Appointment date to find out the time of your Enrollment Appointment. REGISTER AT YOUR ENROLLMENT APPOINTMENT TIME.

- **Advising Holds:** Check your PAWS account for any registration holds. All School of Business majors/pre-majors whose GPA is below 2.5 must meet with their advisor to have their advising hold released. ALL OTHER HOLDS MUST BE RESOLVED WITH THE RESPECTIVE DEPARTMENT.

- **Academic Requirements (AR) Report:** Review your AR Report on PAWS, and begin planning your your next semester's coursework. Map out future semesters to plan for prerequisite coursework. It's okay if some courses change, but it helps to plan ahead!

- **Review the Class Schedule:**

- **Build Your Shopping Cart.** Add back-up courses/sections in case your first choice classes become unavailable.
- **Validate Your Shopping Cart.** This ensures you're eligible to register for your chosen courses.

- **Academic Advisement:** Your advisor is listed on the right side of your PAWS Student Center. After you've reviewed your AR Report and planned for potential courses, reach out to your advisor to schedule a meeting. Discuss your academic & career goals, questions about internships and research, exploring opportunities to expand upon your skillsets and experiences, etc.

- **REGISTER!** Register as soon as your Enrollment Appointment Time rolls around! Do not wait to register.

## Department Chairs

Accounting &  
Information Systems  
(ACC, IST)  
Dr. Bea Chiang

Economics (ECO, INB)  
Dr. Bozena Leven

Finance (FIN)  
Dr. Seung Hee Choi

Management (MGT)  
Dr. Joao Neves

Marketing &  
Interdisciplinary  
Business (MKT, BUS)  
Dr. John McCarty



# Spring 2021 Course Highlights

(see the Class Schedule to view all courses)

## **ACC 271: Forensic Accounting, NO PREREQ needed! (1 unit, Professor Sean Raquet)**

This forensic-based course covers various aspects of forensic investigations in a corporate environment. The first series of topics reviews the history of forensic science, the legal environment of investigations, an understanding of the relevant aspects of the financial side of the organization, and ethical considerations in forensic investigations. The second series of topics covers evidence in the form of documents and electronic records, and the employee, supplier, and management frauds that are committed in organizations. The legal environment is revisited with a review of forensic psychology that focuses on the topic from a legal proceedings perspective. The final series of topics includes proactive methods and techniques to detect fraud, and the coverage will include proactive fraud and tax evasion detection strategies, using the computer effectively and efficiently in investigations, and ethical considerations in forensic report writing and forensic presentations.

## **BUS 300: Business Law (1 unit, Dr. Maria Domingo)**

(Includes CPA Exam Related Material) Accounting majors who plan to sit for the CPA exam are encouraged to take BUS 300 Business Law (in addition to BUS 200) offered this Spring 2021 semester (note, the course will not be offered in Spring 2022). BUS 200 is a prerequisite for the course. The purpose of BUS 300 is to study several types of law, which accountants and other business people may work with on a daily basis. Topics covered include agency, contracts, suretyship, bankruptcy, secured transactions, federal securities regulation, and business structures. The role of ethics in the business environment is an underlying theme throughout the course.

## **BUS 360: Global Law and Policy Issues for Business (1 unit, Dr. Susanna Monseau)**

## **FIN 315: Real Estate Finance Fundamentals (1 unit, Dr. Seung Hee Choi)**

Will satisfy FIN 300-level course requirement) Prerequisite: FIN 201

## **FIN 340: International Finance (1 unit, Dr. Susan Hume)**

Will satisfy FIN 300-level course & International Business requirements) Prerequisite: FIN 201

## **FIN 391-01: Student Investment Fund (0.5 unit, Dr. Herbert Mayo; full semester)**

Prerequisite: FIN 310; If interested, reach out to Dr. Mayo.

## **FIN 391-03: Independent Study/Research in Finance - Hedge Funds/Private Equity (0.5 unit, Dr. Thomas Patrick; 1st Quarter)**

Prerequisite: FIN 201; If interested, reach out to Dr. Patrick.

## **FIN 391-04: Independent Study/Research in Finance - Private Placement (0.5 unit, Dr. Thomas Patrick; 2ND Quarter)**

Prerequisite: FIN 201; If interested, reach out to Dr. Patrick.

## **FIN 391-05: Independent Study in Finance - FINRA's SIE Exam Prep (0.5 unit, Dr. Seung Hee Choi; full semester)**

If interested, reach out to Dr. Choi.

## **FIN 391-06: Independent Study/Research in Finance - Moody's Ratings (0.5 unit, Dr. Thomas Patrick; Thomas Patrick; 2ND Quarter)**

Prerequisite: FIN 201; If interested, reach out to Dr. Patrick.

## **FIN 391-07: CFA Challenge Group (.5 unit with Dr. Susan Hume; Full semester)**

Must participate in the CFA challenge group starting this fall semester. Must have Dr. Hume's approval.



## Winter 2021 Remote Course Offerings

**ACC 201: Financial Accounting**

**ACC 202: Managerial Accounting**

**ECO 101: Microeconomics**

**ECO 102: Macroeconomics**

**FIN 201: Fundamental Financial Methods**

**FIN 239: Personal Finance**

**FIN 310: Introduction to Investments**

**FIN 335: Capital Flows & Currency Crisis**

**FIN 430: Business Valuation**

**INB 330: Capital Flows & Currency Crisis**

**IST 201: Intro to Data & Information**

**MGT 310: Cross-Cultural Management**

**MKT 380: Advertising**

**Please visit [winter.tcnj.edu](https://winter.tcnj.edu) for more information**

**Winter Session Dates (<https://winter.tcnj.edu/dates-fees/>)**

**Start date:** Monday January 4, 2021 (Blended or online learning courses may begin online meetings and/or readings on or about the start of the winter term. Please check PAWS for that exact start date of your course.)

**End date:** Friday, January 22, 2021

**Add/drop:** Monday January 4, 2021

**Last day to add/drop with FULL refund:** January 4, 2021 (first day of course)

**Mid-semester progress report:** Monday, January 11 – Wednesday, January 13, 2021

**Final day to withdraw with a "W" grade:** Thursday, January 14, 2021

**Martin Luther King Jr. birthday (no classes):** Monday, January 18, 2021

**Online Student Feedback on Teaching Period:** Monday, January 18– Wednesday, January 20, 2021

**Grades due:** Monday, January 25, 2021

# Information Systems & Technology Minor

The IST minor in Information Systems and Technology requires five course units in Information Systems consisting of four core courses and one elective course.

**Prerequisite** – Students must complete this course before they can enroll in any IST course:

**IST 201: Introduction to Data and Information (.5 course unit)**  
**Requirements:**

**Core** – Students will complete the following:

**IST 310: Business Information Systems Technology (one course unit)\***

**IST 320: Database Management for Business (one course unit)\***

**IST 350: Business Analytics for Decision Making (one course unit)**

**IST 400: Seminar in Managing Technology (one course unit)**

**Options** – Students will choose one course from the following:

**IST 330: Managing Projects and Work Teams (one course unit)**

**IST 340: Web Design and Development (one course unit)**

**STA 307: Data Mining and Predictive Modeling (one course unit, prerequisite: IST 350)**

**Course Replacements:**

Course substitutions for core IST courses for non-business students will be examined on a case-by-case basis

At the discretion of the Chair or IS faculty, course substitutions for IST option courses may include IST 370 – Special Topics, IST 391 – Independent Study, and/or IST 393 – Independent Research

**Note:** Course substitutions for core IST courses for non-business students will be examined on a case-by-case basis.



If you have questions regarding the IST minor (or to declare the minor), contact Dr. Bea Chiang, Department Chair for Accounting & Information Systems.





# Frequently Asked Questions

**Change of Major Application Process:** If you are interested in applying for another area within business, contact the respective department chair for your desired major or Mary Lehr-Furtado, Coordinator for Undergrad Advising. Review the Change of Major Guidelines [HERE](#). The Change of Major Application Window will open at the start of the spring semester.

**Closed Courses:** If interested in a closed course, reach out to the respective department chair to inquire. (For example, if you have an interest in taking MKT 340, but it is closed, reach out to the Marketing department chair Dr. John McCarty to inquire.)

**Credit Overload Request:** To request an overload, complete the [Credit Overload Request form](#). We strongly recommend you submit your request well in advance of your Enrollment Appointment Time! Students must have a minimum GPA of 3.3 and must be at least sophomore status at the time of the request. (Accounting juniors and seniors do not have a minimum GPA requirement to overload.)

**Declaring a Minor:** Some minors (outside the School of Business) may require an application. If you are interested in declaring a minor, reach out to the respective chair. The Minor Form must be completed, approved, and submitted to R&R at least one semester prior to graduation. See [HERE](#) for Minor Form.

**Internships for Credit:** If you would like to complete an internship for credit, you must register for the internship at the BEGINNING of the internship. Credit for completed internships cannot be earned retroactively. For more information regarding earning credit for an internship, see [HERE](#).

**Liberal Learning Requirements:** Breakdown video [HERE](#). (This video refers to page 12 of the Advising Guide from 2019 - 2020. Please note that the Liberal Learning Snapshot for Business Majors can be found on page 10 of the [2020 - 2021 Advising Guide](#).)

**Repeating Courses:** You may repeat a course ONCE before needing approval. A course withdrawal ("W") is considered an attempt. If you want to register for a course for the THIRD time, you must seek approval via the Repeat of Course Authorization Form (see [HERE](#)). All grades will appear on your transcript, but only the highest grade will be calculated in your GPA. If you completed a course at TCNJ and want to repeat the course to improve your GPA, it MUST BE REPEATED AT TCNJ.

