Counseling Information

UCLA Department of Economics Undergraduate Counselors

Julie Plotkin
Jessica Fraser

Contact Information

Office: 2263 Bunche Hall
Drop-in Hours: Monday - Friday, 9:00 a.m. to 4:00 p.m. (subject to change)
Electronic Communication: UCLA Message Center (available via MyUCLA)
   https://sa.ucla.edu/messagecenter/onstop/home/postmessage?deptcode=econ
Website: www.econ.ucla.edu

Counseling is available on a drop-in basis and is first come, first served. Please sign in IPad on the stand just inside of door of Bunche 2263 and then have a seat until your name is called. During the first few weeks of each quarter and during enrollment passes, many students come in. So, you might need to wait longer during these times. Please plan accordingly.

Check our Facebook page, “UCLA Economics Counselors” at https://www.facebook.com/UclaEconomicsCounselors, for updates to our daily counseling hours.

Contacting us via the Message Center is fine for quick and general questions requiring short answers. For more involved questions and issues that require us to look at your Degree Audit Report, please come in to our office.

Your General Counseling Unit: College Counseling, AAP, College Honors, or Athletics

Please visit your general counseling unit for questions regarding:

- General Education and College Requirements
- Expected Cumulative Progress (ECP) and Probation Issues
- Petitioning for Excess Units
- Switching from another school at UCLA to a College of Letters & Science Major

College Academic Counseling: A316 Murphy Hall
College Honors Counseling: A311 Murphy Hall
AAP Counseling: 1205 Campbell Hall
Athletics: Morgan Intercollegiate Athletics Center
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Getting Started

Welcome

This handbook describes the academic requirements for the undergraduate Economics, Business Economics, and Mathematics-Economics majors at UCLA. It also introduces the opportunities and advising available to undergraduates in these majors. While this handbook is a great starting point to help guide you through your undergraduate career, it is only one of the important resources that you will need to use.

- **Department of Economics Undergraduate SSC CCLE website**
  moodle2.sscnet.ucla.edu/course/view/Econ-Counseling
  Add yourself to this website to receive vital and timely information about our majors, the Business Economics application, major requirements, prerequisites, career development opportunities, etc.

- **Department of Economics Website**
  www.econ.ucla.edu/undergraduate
  This website is a source of information that will be referenced throughout this handbook. You can also access a PDF version of this handbook at www.econ.ucla.edu/undergraduate/Handbook.pdf.

- **Message Center**
  https://sa.ucla.edu/MessageCenter/OneStop/Home/PostMessage?deptCode=Econ
  Secure website that allows you to submit academic questions to our office electronically, and store the correspondence for future review. This replaces e-mail as the electronic means of communication.

Other Essential Resources

- **MyUCLA**
  my.ucla.edu
  You will use MyUCLA for many academic and financial issues including enrolling in classes each Quarter, paying your monthly bill, and declaring your Degree Expected Term.
  You can access your Degree Audit Report (DAR) through MyUCLA. DARS enables you to view your progress toward your degree requirements for your major and minor (if applicable). It also allows you to explore the requirements for any other major or minor.

- **UCLA General Catalog**
  catalog.registrar.ucla.edu/
  This is UCLA’s official publication for the rules and policies that you will be expected to follow. You should refer to the catalog for the year that you entered UCLA as a student as far as general requirements.

- **Schedule of Classes**
  www.registrar.ucla.edu/schedule
  Information on the courses to be offered each quarter can be found through the Registrar’s website. Disregard “tentative” Department of Economics schedules for upcoming quarters as these are merely the schedules from the previous year and are not necessarily indicative of what will be offered upcoming quarters.

- **College Academic Counseling**
  www.ugeducation.ucla.edu/counseling
  This is the general advising unit for students pursuing a College of Letters and Science major. You will find information about University and College requirements such as unit rules, GE courses, and petitions. If you have academic questions or concerns that are not directly related to your major, the College website is a good place to begin.

- **Academic Calendar**
  www.registrar.ucla.edu/Calendars/Term-Calendar
  This will help you keep track of quarterly deadlines such as paying fees, dropping courses, and changing grading basis to Pass/No Pass.

For links to many of these resources, go to www.ucla.edu/students/current-students
Sign up to find out crucial information about Department of Economics changes in requirements, scholarships, Business Economics application, Department of Economics Commencement, and more. This might be the only way that you obtain certain information.

- Example: The Business Economics application (Note that this is the only way to access the application.)
- Example: An e-mail notifying you about declaring your Degree Expected Term on MyUCLA if you will be completing your degree and graduating in the upcoming year

Sign up by going to the Department of Economics Undergraduate Counseling SSC CCLE website at https://moodle2.sscnet.ucla.edu/course/view/Econ-Counseling. Instructions on how to add yourself to the website are on the landing page. Once you have access, you will automatically receive Econ-Alert and Economics Career Network announcements via e-mail.

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**Facebook**

https://www.facebook.com/UclaEconomicsCounselors

We are on Facebook! Please like our “UCLA Economics Counselors” page to see quick updates about upcoming deadlines and changes to our daily counseling hours.

- Example: Reminder that it is the last week to drop an Impacted course
- Example: Our counseling office will be closing at 3:00 p.m. today

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**LinkedIn**

UCLA Economics Undergraduate Student Affairs

Connect with us on LinkedIn to receive updates on:

- Job and internship opportunities
- Helpful career tips
- Important Department of Economics information
- Economics-related articles and news
## Campus Resources

### Student Services & Programs

- **Undergraduate Admissions**
  - 1147 Murphy Hall
- **Arthur Ashe Student Health & Wellness Center**
  - Arthur Ashe Center
- **Bruin Card Center**
  - 123 Kerckhoff Hall
- **Career Center**
  - Strathmore Building 2nd Floor
- **Center for Community Learning**
  - A265 Murphy Hall
- **International Education Office**
  - 1332 Murphy Hall
- **Financial Aid Office**
  - A129 Murphy Hall
- **LGBT Campus Resource Center**
  - Suite B36, Student Activities Center
- **Office for Students with Disabilities**
  - A255 Murphy Hall
- **Dashew Center for International Students**
  - 106 Bradley Hall
- **Registrar’s Office**
  - 1105 Murphy Hall
- **Scholarship Resource Center**
  - 233 Covel Commons
- **Bruin Resource Center**
  - Suite B44, Student Activities Center
    - Programs for transfer students, veterans, undocumented students, former foster youth, students with dependents
- **Counseling & Psychological Services (CAPS)**
  - John Wooden Center West
- **UCLA Summer Sessions**
  - 1332 Murphy Hall

For a list of additional campus resources, go to [http://www.ucla.edu/students/current-students](http://www.ucla.edu/students/current-students)
### Prerequisite Course Guide

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 31A</td>
<td>Differential and Integral Calculus</td>
</tr>
<tr>
<td>Math 31B</td>
<td>Integration and Infinite Series</td>
</tr>
<tr>
<td>Economics 1</td>
<td>Principles of Economics (Introduction to Microeconomics)</td>
</tr>
<tr>
<td>Economics 2</td>
<td>Principles of Economics (Introduction to Macroeconomics)</td>
</tr>
<tr>
<td>Economics 11</td>
<td>Microeconomic Theory (Intermediate-Part I)</td>
</tr>
<tr>
<td>Economics 41</td>
<td>Statistics for Economists</td>
</tr>
<tr>
<td>Management 1A</td>
<td>Principles of Accounting (Financial Accounting)</td>
</tr>
<tr>
<td>Management 1B</td>
<td>Principles of Accounting (Managerial Accounting)</td>
</tr>
<tr>
<td>Economics 101</td>
<td>Microeconomic Theory (Intermediate-Part II)</td>
</tr>
<tr>
<td>Economics 102</td>
<td>Macroeconomic Theory (Intermediate)</td>
</tr>
<tr>
<td>Economics 103/103L</td>
<td>Introduction to Econometrics with Lab</td>
</tr>
</tbody>
</table>

| Math 1/Pre-Calculus            | Math 31A                                             |
| Economics 1                    | None                                                 |
| Economics 11                   | Econ 1 and 2                                         |
| Math 31A and 31B               | Math 31A and 31B; Officially declared as Pre-Econ or Pre-Bus Econ |
| Management 1A                  | Minimum Sophomore Standing (45+ units)               |
| Management 1B                  | Management 1A                                        |
| Economics 101                  | Economics 11                                         |
| Economics 102                  | Economics 101                                        |
| Economics 103/103L             | Economics 11 and 41                                  |

If your Degree Audit Report indicates that you have credit for Economics 1, Economics 2, Math 31A, or Math 31B in the Advanced Placement (AP), International Baccalaureate (IB), or A-Level section, you do not need to take those courses. In fact, if you do, you will not receive additional units for them.

If you choose to take either Economics 1 and/or Economics 2, despite already having credit, you must complete it prior to Economics 11 in order for the grade to be factored into your pre-major GPA. If your grade is lower than the minimum of C required and, as a result, you must repeat the course, it will be considered toward the maximum of one pre-major repeat allowed. This applies to a course completed at UCLA or elsewhere.
## UCLA Economics Major Requirements

<table>
<thead>
<tr>
<th>Pre-Major Courses</th>
<th>Grade</th>
<th>Minimum C or higher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 31A</td>
<td></td>
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<tr>
<td>Math 31B</td>
<td></td>
<td></td>
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<tr>
<td>Economics 1</td>
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<td>Economics 2</td>
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<tr>
<td>Economics 11</td>
<td></td>
<td></td>
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<tr>
<td>Economics 41</td>
<td></td>
<td></td>
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<tr>
<td>Any College Writing II course</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Major Courses</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economics 101 (C- or higher)</td>
<td></td>
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<tr>
<td>Economics 102 (C- or higher)</td>
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</tr>
<tr>
<td>Economics 103 / 103L (C- or higher)</td>
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<tr>
<td>Economics Elective</td>
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<td>Economics Elective</td>
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<tr>
<td>Economics Elective</td>
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</tr>
</tbody>
</table>

### Requirements

1. Complete all pre-major courses with a 2.5 minimum GPA and a “C” or better in each course. Note that your grade in the Writing II course is not calculated into your pre-major GPA, however, you must earn a minimum grade of “C” in it.

2. If you are a transfer student, your grades in pre-major courses taken prior to entering UCLA will be calculated into your pre-major GPA (each course will be calculated as four quarter units) even though they are not calculated into your official UCLA GPA.

3. **Non-transfer students must apply before exceeding 135 units** in order to be eligible for the Economics major. (AP and other units earned prior to first entering UCLA can be unofficially excluded if they bring your total over 135). **Transfer students must apply no later than after their third quarter.**

4. You can apply for the major the quarter after you complete the pre-major by going to the Department of Economics counseling office. Make sure that all of your course credit and grades have been posted on your Degree Audit Report by the time you are applying for the major.

5. Each pre-major and major course must be taken for a letter grade.

6. You are allowed a maximum of **one course repeat in the pre-major** (provided you earn a grade of C-or lower), and you may repeat that one course one time only. This includes course equivalents taken elsewhere.
Pre-Major Requirements (continued)

7. You must be in good standing at UCLA (2.0 cumulative UCLA GPA and not on Probation or Subject to Dismissal) at the time you apply in order to be considered for admission. Your upper division major GPA must be a 2.0 minimum and you must have earned a minimum of C– in Economics 101, 102, and/or 103/103> if you have completed any of these prior to applying for the major.

8. You are permitted to enroll in most upper division Economics courses prior to being admitted to the major provided you have completed the prerequisites. Exceptions include Economics 106 courses and some Econ 187’s.

9. You are subject to any requirement changes in both the pre-major and the major until you are officially admitted to the major.

10. Most upper division Economics courses require completion of at least Economics 101. Many also require completion of Economics 102 and/or Economics 103/103L.

11. Prerequisites for all Department of Economics courses are strictly enforced. No PTE numbers are granted.

12. It is essential that you subscribe to the Undergraduate Counseling CCLE website for important requirement updates.

Major Requirements

1. You must complete the upper division major with a minimum 2.0 grade point average. Economics 101, 102, and 103/103L need to be completed with a minimum grade of a “C-” in each course. The minimum grade required to satisfy an Economics elective is “D-.”

2. Economics 11, 101 and 102 must be taken in sequence. We recommend that you take them in successive quarters although it is not mandatory to do so.

3. You have the option to substitute one or two upper division Economics electives with one or two upper division Management courses from: 120A, 120B, 122, 127A,130A, and 180 (Real Estate Finance only).
## UCLA Business Economics Major Requirements

### Pre-Major Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Minimum C or higher</th>
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<tbody>
<tr>
<td>Math 31A</td>
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<td>Math 31B</td>
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<tr>
<td>Economics 1</td>
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<td>Economics 2</td>
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<td>Economics 11</td>
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<td>Economics 101</td>
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<td>Economics 41</td>
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<tr>
<td>Management 1A</td>
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<tr>
<td>Management 1B</td>
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<tr>
<td>Any Writing II Course</td>
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</tbody>
</table>

### Major Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Minimum C or higher</th>
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<tbody>
<tr>
<td>Economics 102</td>
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<tr>
<td>Economics 103 / 103L</td>
<td></td>
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<tr>
<td>Two Economics 106 series courses</td>
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<td>1.</td>
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<tr>
<td>2.</td>
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<tr>
<td>Five Economics and Management elective courses from the pre-approved list (Mgmt. 108, 120A, 120B, 122, 127A, 127B, 130A, 160, 161, 162, 163, 164, 167, 180 (Real Estate Finance only), with no more than a total of three Management courses.</td>
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<td>3.</td>
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<td>4.</td>
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<tr>
<td>5.</td>
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</table>

### Non-Transfer Student Requirements

- Pre-major GPA minimum: (Excluding Writing II) 3.0
- Cumulative minimum UCLA GPA for non-transfers: 2.0
- Minimum Primary Score: (Economics 11 and 101 are weighted three times as heavily as the other courses) 3.3
- Deadline to Apply: 135 units

### Transfer Student Requirements

- Minimum Pre-major GPA (Excluding Writing II) 3.0
- Cumulative minimum UCLA GPA for transfers: 3.3
- Minimum Economics 11 and 101 GPA: (see next page for alternative option) 3.5
- Deadline to Apply: After third quarter
- English Composition 131B
- Minimum Grade in Each Course: C- or higher
- Minimum Upper Division Major GPA: 2.0
- Minimum Cumulative UCLA GPA: 2.0

### Two courses from the Econ 106’s and Econ electives must be completed with labs.
Pre-Major Requirements

Non-Transfer Students: A formula that derives a number called a Primary Score is used for admission to the major. You can determine your eligibility for the major by using the Primary Score calculator on the Department of Economics website under "Undergraduate," then "Primary Score Calculator."

- A Primary Score of at least a 3.3 is required to enter the major.
- You can submit your application to the major during the first three weeks of each quarter if you have completed between 72 and 135 units (not including AP or other units earned prior to entering UCLA if that brings your total over 135 units).

Transfer Students must meet one of the following sets of criteria to be admitted into the major:

- Complete Economics 11 and 101 with a 3.5 minimum GPA and have a 3.3 minimum cumulative UCLA GPA.
- Complete Economics 11 and 101 with a 3.3 minimum GPA and have a minimum 3.5 GPA in Economics 11,101, and all Economics courses completed at the time of application (only courses that have at least Economics 11 as a prerequisite will be considered) and have a minimum 3.3 cumulative UCLA GPA.
- The deadline to apply is after your third quarter, at the beginning of Summer Session A.

For All Students:
1. You must complete all pre-major courses with a minimum 3.0 GPA and a “C” or higher in each course. Any Writing II course is acceptable for the composition requirement as long as you have earlier credit for English Composition 3.
2. All pre-major and major courses must be taken on a letter grade basis.
3. You are allowed to repeat a maximum of one course in the pre-major (provided you earn a grade of C- or lower in it) and you may repeat that course one time only. Repetition of more than one pre-major course or of one pre-major course more than once will result in automatic denial of admission to the major. This includes course equivalents taken elsewhere.
4. You must be in good standing at UCLA at the time you apply in order to be considered for admission (not on Probation or Subject to Dismissal).
5. You are permitted to enroll in most upper division Economics courses prior to being admitted to the major provided you have completed the prerequisites. Exceptions include Economics 106 courses and some Econ 187's.
6. Most upper division Economics courses require completion of at least Economics 11 and many also require completion of Economics 101, 102, and/or 103/103L.
7. Economics course prerequisites are enforced and no exceptions will be granted.
8. You are subject to any requirement changes in both the pre-major and the major until you are officially admitted to the major.

Major Requirements

1. You must complete the upper division courses for the major with a minimum 2.0 GPA and a “C-” or higher in each course. You must also have a 2.0 minimum cumulative UCLA GPA in order to earn your degree.
2. Economics 11, 101 and 102 must be taken in sequence. We recommend that you take them in successive quarters although this is not mandatory. Since Economics 103/103L is also a prerequisite for some upper division courses, we recommend that you take it in a timely manner and shortly after completing Economics 41. Do not wait until your last two quarters to take this course.
3. If you are in the Business Economics major and the Minor in Accounting, you will need to complete one additional Management course for the Minor in Accounting if you are taking three upper division Management courses for the Business Economics major. This is required because students need to complete a minimum of twenty units for a minor that do not overlap with a major. You can also choose to apply only two Management courses to Business Economics and to take an extra Economics elective or non-Minor in Accounting Management course that is approved for the Business Economics major.
MATHEMATICS/ECONOMICS

Pre-major (11 courses): can declare at any time when student is in good academic standing

<table>
<thead>
<tr>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 31A*</td>
<td>___</td>
<td>___</td>
<td>Math 33A*</td>
<td>___</td>
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<tr>
<td>Math 31B*</td>
<td>___</td>
<td>___</td>
<td>Math 33B*</td>
<td>___</td>
<td>___</td>
</tr>
<tr>
<td>Math 32A*</td>
<td>___</td>
<td>___</td>
<td>Math 61*</td>
<td>___</td>
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<tr>
<td>Math 32B*</td>
<td>___</td>
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<td>PIC 10A*</td>
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</tbody>
</table>

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<table>
<thead>
<tr>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ 1**</td>
<td>___</td>
<td>___</td>
<td>Econ 11**</td>
<td>___</td>
<td>___</td>
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<tr>
<td>Econ 2**</td>
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The Major (14 courses): must be declared before 160.0 units (minus AP)

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<thead>
<tr>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math 115A+</td>
<td>___</td>
<td>___</td>
<td>Math 131A+</td>
<td>___</td>
<td>___</td>
</tr>
<tr>
<td>Math 131A+</td>
<td>___</td>
<td>___</td>
<td>Math 131B</td>
<td>___</td>
<td>___</td>
</tr>
<tr>
<td>Math 164</td>
<td>___</td>
<td>___</td>
<td>Math 170A</td>
<td>___</td>
<td>___</td>
</tr>
<tr>
<td>Math 170A</td>
<td>___</td>
<td>___</td>
<td>Math 170B</td>
<td>___</td>
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<tr>
<td>Math 174E (or Math 174A or Econ 141 or Stats C183/C283)</td>
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</tr>
</tbody>
</table>

One upper division mathematics courses chosen from: Math 135, Math 136, Math 171

1. ___________ __________________________________________

Six upper division Economics courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Quarter</th>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ 101+</td>
<td>___</td>
<td>___</td>
<td>Microeconomic Theory</td>
</tr>
<tr>
<td>Econ 102+</td>
<td>___</td>
<td>___</td>
<td>Macroeconomic Theory</td>
</tr>
<tr>
<td>Econ 103</td>
<td>___</td>
<td>___</td>
<td>Introduction to Econometrics</td>
</tr>
<tr>
<td>Econ 103L</td>
<td>___</td>
<td>___</td>
<td>Econometrics Laboratory</td>
</tr>
</tbody>
</table>

Two additional upper division economics courses chosen from: Econ 106 - 199

1. ___________ __________________________________________
2. ___________ __________________________________________

*(Mathematics sequenced courses), ** (Economics preparation courses): Each are calculated separately and must be completed with a minimum overall 2.7 grade-point average and a grade of “C” or better in each course. Repetition of more than two mathematics sequenced courses or of any mathematics sequenced course more than once results in automatic dismissal from the major. Repetition of more than one economics preparation course or of any economics preparation course more than once results in automatic dismissal from the major.

+ “C–” or better. It is strongly recommended that students take Math 115A as one of their first upper division courses before Math 131A.

Note: This plan is for students starting in Fall 2016 and forward (http://catalog.registrar.ucla.edu/)

06/2016
To apply for this program, you must:

- Be officially in a Department of Economics major.
- Have completed Economics 11, 101, 102, and 103/103L with a 3.5 minimum GPA.
- Have a minimum 3.5 cumulative UCLA GPA.
- Submit an application, which is available on the Undergraduate portion of the Department of Economics website.

Application Requirements

To apply for this program, you must:

- Be officially in a Department of Economics major.
- Have completed Economics 11, 101, 102, and 103/103L with a 3.5 minimum GPA.
- Have a minimum 3.5 cumulative UCLA GPA.
- Submit an application, which is available on the Undergraduate portion of the Department of Economics website.

Program Requirements

To complete the Program, you must:

- Complete five courses from the list of approved Department Honors courses:
- Complete a two-quarter Honors Thesis (Economics 198A/198B) in a Fall/Winter or Winter/Spring combination only.
  - It is your responsibility to find a tenure-track (not visiting) faculty member to oversee your research.
  - Note that Economics 198A and 198B apply as major electives.
- Complete all Departmental Honors requirements with a 3.5 minimum GPA and a 3.5 minimum cumulative UCLA GPA.

For more information, go to www.econ.ucla.edu/undergraduate/?p=honors
The Departmental Scholar Program (DSP) in Economics allows exceptional Juniors to pursue their Bachelor and Master degrees in Economics simultaneously. Nomination to become a Departmental Scholar is an honor that carries practical benefits such as:

- Simplifying the graduate school application process
- Access to graduate-level courses
- Opportunity to conduct graduate-level research under the direct supervision of UCLA’s distinguished faculty

**Nomination Requirements**

To be nominated for this program, you must:

- Be officially in a Department of Economics or Math-Econ major.
- Have completed around 96 quarter units at UCLA or a similar institution.
- Have an exceptional cumulative UCLA GPA.
- Have exceptional grades in economics and math courses
- Have completed or being in the process of completing the following courses with a minimum 3.6 GPA before applying:
  - Econ 1, 2, 11, 41,101, 102, and 103/103L
  - Math 31A, 31B, 32A, 32B, 33A, 33B, 115A, 131A
- Apply during the Spring Quarter of your Junior year. Consult with Joshua Harris, Department of Economics Graduate Advisor, in 8292 Bunche Hall for further information and an application.

*Note: Selection to the Departmental Scholar Program is highly selective. Meeting the above criteria does not guarantee admission.

**Time Commitment**

- Graduate courses generally meet for four hours per week, with two hours of tutorial. Courses usually require problem sets, midterms and finals. Because there is approximately twice the coursework as of that required at the undergraduate level, it is recommended that you take no more than one graduate course per quarter in the first year of the program.
- It typically takes six quarters to earn the degree.
- Unit requirements for both degrees must be completed (180 units for the Bachelor degree and 36 for the Master degree, or a total of 216 units).
- No course may be used to fulfill requirements for both degrees.
- To exceed the maximum unit limit to fulfill the Master degree, a blue petition must be filed with the College Honors Program.
- Students must file a "Petition for Advancement to Candidacy" for the M.A. with the Department of Economics graduate advisor prior to the second week of the quarter of graduation.

For more information, go to [www.econ.ucla.edu/undergraduate/?p=scholars](http://www.econ.ucla.edu/undergraduate/?p=scholars)
Scholarships

Department of Economics

The Department of Economics appreciates the generous contributions from our donors. Most scholarships are in the amount of $5000 each. The donors have individual criteria for each award, however, the following information applies to all awards:

♦ You must be officially in a Department of Economics major or pre-major.
♦ You must be a full-time UCLA student for the full academic year. Students will receive one-third of the award at the beginning of Fall, Winter and Spring Quarters as long as they maintain eligibility.
♦ Recipients are required to write a thank you note to formally accept the award.
♦ Application periods vary. Information can be found at http://www.econ.ucla.edu/undergraduate/?UCLA Scholarship Resource Center

For more information, go to http://www.econ.ucla.edu/undergraduate/?p=scholarships

UCLA Scholarship Resource Center

The Scholarship Resource Center (SRC) was established at UCLA in 1996 to provide scholarship information, resources, and support services to all UCLA students, regardless of financial eligibility.

It offers free resources to help you find scholarships:
♦ Departmental Scholarships
♦ UCLA Scholarships
♦ Scholarship Search Databases
♦ National and International Scholarships
♦ Tips for Scholarship Applicants and for Parents
♦ Library of scholarship books, many of which contain listings not on the web
♦ Bulletin boards displaying a wide range of up-to-date opportunities

It offers free resources to help students apply for scholarships:
♦ Individual counseling by appointment for scholarship-related questions
♦ One-on-one writing assistance by appointment for scholarship essays and personal statements
♦ Workshops such as How to Find Scholarships, Writing Personal Statements, How to Obtain Letters of Recommendation, and others
♦ Strategies, a quarterly newsletter

223 Covel Commons
(310) 206-2875
www.ugeducation.ucla.edu/src/
Contact the SRC for office hours
1. How do I get into the Economics or Business Economics major?

For the Economics major, please come to the undergraduate counseling office in 2263 Bunche Hall to meet with a counselor once you successfully complete the pre-major and all of your pre-major grades are posted. You must complete the pre-major with a minimum 2.5 GPA and a "C" or better in each course to qualify.

For Business Economics, applications are available via the Undergraduate Economics CCLE website and are accepted during the first three weeks of each quarter only. You must complete the pre-major courses with a minimum 3.0 GPA and a C or higher in each course.

- Non-transfer students must also achieve at least a 3.3 Primary Score. You can determine your eligibility for the major by using the Primary Score Calculator in the Undergraduate section of our website (www.econ.ucla.edu/undergraduate/primaryscore.cfm) and inputting your grades.
- Transfer students must earn either:
  - A minimum 3.5 GPA in Econ 11 and 101 and a 3.3 cumulative UCLA GPA
  - A minimum 3.3 GPA in 11 and 101 and a 3.5 GPA in Econ 11, 101 and all Economics courses taken by the time Economics 101 is completed (courses must have at least Economics 11 as a prerequisite) and a 3.3 minimum cumulative UCLA GPA.

Non-transfer students must complete the pre-major within 135 units, excluding AP units or other units earned prior to entering UCLA. Transfer students must apply for the Economics or Business Economics major no later than after their third regular quarter at UCLA.

2. Is there an order to the courses?

All pre-major courses must be taken before you can officially enter the major. Many classes also have prerequisites. Consult the Undergraduate Economics CCLE website and the current schedule of classes for prerequisites. Please note that Economics 11, 101, and 102 must be taken in sequence although they do not have to be taken in consecutive quarters.

3. How do I get into a "Business Economics majors only" Economics 106 course?

Enrollment in Economics 106 courses is restricted to students officially in Business Economics during First and Second Passes except during summer, when there is no enrollment restriction. If there is still space after all Business Economics majors have had an opportunity enroll into an Economics 106 course during regular quarters, enrollment might be opened to Seniors officially in Economics and then Juniors officially in Economics.

4. If I drop a course, does that count as a repeat in my pre-major?

A drop does not count as a repeat for the purpose of a maximum of one pre-major course repeat. Note that students cannot drop an "Impacted" course after Friday of week two except due to an extreme emergency. Students with such a situation should meet with a counselor in their general counseling unit to discuss if it is likely that a drop petition will be granted by the College.

You are allowed to repeat only one pre-major course and may repeat that course only one time. You may repeat a course only if you earn a "C-" or lower. The College of Letters and Science allows students to repeat up to 16 units in which the second grade replaces the first in your UCLA GPA although both grades will remain on your transcript. After sixteen units of repeats, both grades are averaged into your GPA.

5. I want to study abroad or take courses at another university. How many Economics courses can I take?

Business Economics and Economics majors may take a total of three upper division Economics courses abroad or at another university but not at the same time that they are enrolled as regular students during a regular quarter. To ensure the classes will count toward the major, students must submit course syllabi to the undergraduate counselors for pre-approval by faculty. Note that the Department approves courses for content only; it is a student’s responsibility to ensure that each course transfers back to UCLA as a minimum of four upper division units.
6. How do I find out if a course I want to enroll in at a community college counts for the Economics or Business Economics major?
   If you want to take a pre-major course at a California community college in the summer, you should use the website www.assist.org for articulation agreements. If you want to take a course at community college outside of California or at a four-year university, please check with a Department of Economics counselor.

7. Can I enroll into major courses before I am officially accepted into the major?
   You may take any Economics course as long as it does not have any major or instructor consent restrictions and you meet the required prerequisites.

8. Am I required to enroll into a lab for an Economics course if it is offered?
   Yes. Any course that has an associated lab is a co-requisite of the course. You must take the course and affiliated lab together although you need to enroll in each course individually. Economics labs are designed to give students an opportunity to explore real-world examples in relation to their course. Economics 103L is always a mandatory co-requisite for Economics 103.

9. How do I read my Degree Audit Report?
   You can access your Degree Audit Report via your MyUCLA. If you need assistance understanding it, see a College of Letters and Science counselor or a Department of Economics undergraduate counselor.

10. How do I obtain a PTE number?
    PTE stands for "Permission to Enroll." PTE's are not distributed for undergraduate Economics courses. If you cannot enroll into an Economics course for which you have completed the prerequisite(s), contact a Department of Economics counselor.

11. How do I locate one of my professors?
    Go to www.econ.ucla.edu/faculty or the UCLA Directory to obtain their email addresses and office locations.

12. How do I find a tutor for an Economics course?

13. How do I get information on the Minor in Accounting and Minor in Entrepreneurship?
    For the Minor in Accounting, access http://www.anderson.ucla.edu/programs-and-outreach/accounting-minor or visit D413 Cornell Hall in the Anderson School. For the Minor in Entrepreneurship, access http://www.uei.ucla.edu/entrepreneurshipminorrequirements.htm.

14. How do I get into the Specialization in Computing?
    The Specialization in Computing for Economics and Business Economics majors has been discontinued. No new applications will be accepted; however, students can still complete Program in Computing courses, which are administered by the Department of Mathematics.

15. Can I double-major in Business Economics or Economics and Mathematics-Economics?
    No, however you can double major in Economics or Business Economics and a different math major or minor.
Frequently Asked Questions

16. How do I get information on internships and jobs?
   —Visit the UCLA Career Center in the Strathmore Building.
   —Subscribe to Economics Career Network through the Undergraduate Economics CCLE website in order to receive regular announcements each week.
   —Become involved in student organizations focusing on your areas of interest.

17. How do I get information about requirement changes, course offerings, and scholarships?
   Add yourself to the Undergraduate Economics CCLE website in order to receive Econ-Alert e-mails.

18. How do I declare a double major?
   In order to petition the College for a double major, you must first complete all of the pre-major course requirements for both majors, as well as two upper-division courses in each major. The steps for petitioning a double major are explained at http://www.ugeducation.ucla.edu/counseling,double-major.html.

   Since you must apply for the Economics or Business Economics major by the time that you complete 135 units, you should visit the Department of Economics Counseling office once you finish the Economics pre-major to unofficially declare the major if you are already in another major. You should submit an application for the Business Economics major if you have completed the pre-major even though you might not yet be eligible to declare the double major.

For more answers to Frequently Asked Questions, please visit the Undergraduate Economics CCLE website at https://moodle2.sscnet.ucla.edu/course/view/Econ-Counseling

Summer Sessions

Consider enrolling in Summer Sessions courses to lighten your load during the regular year and to make steady progress toward your degree. Nearly 80% of all UCLA undergraduates complete at least one Summer Sessions course as part of their undergraduate studies. Non-resident tuition is not charged in the summer, so out-of-state students pay the same fees as in-state students.

The Department of Economics releases its summer schedule prior to the winter break in December. The official UCLA Summer Sessions schedule is on-line in January and registration for UCLA students begins in February. Two courses in a session is considered a full-time load due to the condensed nature of Summer Sessions.

For information on registration and fees, go to www.summer.ucla.edu.
Undergraduate Accounting
Admission Requirements

The following requirements are necessary in order to be accepted into the Accounting Minor Program. For an application please visit: [http://www.anderson.ucla.edu/programs-and-outreach/accounting-minor](http://www.anderson.ucla.edu/programs-and-outreach/accounting-minor). There you will find a blank application, as well as example applications to help you through the process. Applications are only accepted during the first week of Fall, Winter, and Spring.

For all departmental and professional updates, you can subscribe to the Accounting list serve by visiting the following address: [https://ccle.ucla.edu/course/view/MGMT-Mgmt1C](https://ccle.ucla.edu/course/view/MGMT-Mgmt1C)

**Submission Deadline:**
- Fall 2016: September 20, 2016 to September 30, 2016
- Winter 2017: January 9, 2017 to January 13, 2017
- Spring 2017: April 3, 2017 to April 7, 2017

**GPA Requirement:**
Please keep in mind it is a highly competitive program and automatic acceptance is not guaranteed.
- You are required to have a cumulative UCLA GPA of at least a 3.2 and
- A GPA of at least a 3.2 in the Accounting Preparation Courses.

**The Preparation Courses:**

| □ Math 3A or 31A | □ Any UCLA approved Statistics Class |
| □ Math 3B or 31B | □ Mgmt 1A and 1B |
| □ Econ 1 and Econ 2 | □ Any Writing II Class * |

* Writing II is not included in Preparation GPA calculation

**Admission Requirements**

If you completed your preparation classes at another university, the grades will still be used when computing the preparation GPA. You can find a GPA calculator on the Accounting Minor Program website.

<table>
<thead>
<tr>
<th>Students that Took: Mgmt 1A and Mgmt 1B at UCLA</th>
<th>Students that Took: Mgmt 1A and/or Mgmt 1B at a Different School</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Must have completed at least 90 units. Including any AP courses that were taken.</td>
<td>□ Must have completed 90 units and</td>
</tr>
<tr>
<td>□ Earn a preparation and cumulative UCLA GPA of at least a 3.2.</td>
<td>□ Earn a preparation and cumulative UCLA GPA of at least a 3.2.</td>
</tr>
<tr>
<td>□ Earning a C or better in each preparation course.</td>
<td>□ Earning a C or better in each preparation course.</td>
</tr>
<tr>
<td>□ Earn at least B in both Mgmt 1A and 1B.</td>
<td>□ Must take Mgmt 120A and Mgmt 122 earning a minimum average GPA of a 3.0</td>
</tr>
<tr>
<td>□ If you do not earn a B, you must take Mgmt 120A earning at least a B. Mgmt 120A will not be included in preparation GPA calculations.</td>
<td>□ Your 1A and 1B grades from a prior school will be calculated into your preparation GPA.</td>
</tr>
<tr>
<td>□ You can only repeat ONE preparation course and</td>
<td>□ You can only repeat ONE upper division course.</td>
</tr>
<tr>
<td>□ You can only repeat ONE upper division course.</td>
<td>□ You can only repeat ONE upper division course.</td>
</tr>
</tbody>
</table>

Note: To repeat a course, you must earn a C – or below
# Accounting Minor Requirements

## Required Courses:

<table>
<thead>
<tr>
<th>Required Courses:</th>
<th>Elective Courses:</th>
</tr>
</thead>
</table>
| Complete all of the below courses | □ Management 108  
□ Management 120A  
□ Management 120B  
□ Management 122  
□ Management 127A | □ Management 123  
□ Management 124  
□ Management 126  
□ Management 127B |
| □ Business-Economics Major: Pick 3-4 Courses* | □ Management 128  
□ Management 130A  
□ Management 127C  
□ Management 109 |

*New requirements for Business Economics Majors: The Academic Senate now requires Business Economics majors, admitted Fall 2011 or after, to take one additional accounting elective course or one additional economics elective.

## The Travel Study Option:

**Please note:** You will receive two elective course credits but these classes will only count if they are taught through Travel Study by Gonzalo Freixes. Visit [www.ieo.ucla.edu/travelstudy](http://www.ieo.ucla.edu/travelstudy) for more information.

## Other Information:

- If you are *not* in the minor, you may enroll in any Management course during your second pass, as long as you have completed the required pre-requisites.
- Once you have been admitted into the Minor, you must maintain an overall grade point average of a 2.0 or higher. You must also obtain a grade of C or better in all the Management courses.
- Prep courses may be taken at other institutions, although not concurrently during any regular quarter (Fall, Winter, Spring). All of the upper division classes for the program MUST be taken at UCLA, no exceptions.
- All courses required for the completion of the Minor must be taken for a letter grade.
- Classes taken in excess of major or minor requirements can be taken Pass/No Pass.

## CPA Information:

- For complete information on the CPA Examination & Licensure Requirements, please visit [www.dca.ca.gov/cba](http://www.dca.ca.gov/cba) and [http://www.cpa-exam.org/](http://www.cpa-exam.org/)
- If you have further questions, please contact Exam Unit General Information at examinfo.cba@ca.gov or (916)561-1703.

## Contact the Accounting Minor Office:

UCLA Anderson School of Management  
110 Westwood Plaza  
Cornell Hall, Suite D413  
Los Angeles, Ca 90095-1481

For any Additional Questions Please Contact:  
Phone: (310) 206-8711  Fax: (310) 825-3165  
Drop in hours are from 9 am-3 pm, Monday through Friday
Undergraduate Minors

Accounting
African American Studies
African and Middle Eastern Studies
African Studies
American Indian Studies
Ancient Near East and Egyptology new
Anthropology
Applied Developmental Psychology
Arabic and Islamic Studies
Armenian Studies
Art History
Asian American Studies
Asian Humanities
Asian Languages
Atmospheric and Oceanic Sciences
Bioinformatics
Biomedical Research
Central and East European Studies
Chicana and Chicano Studies
Civic Engagement
Classical Civilization
Cognitive Science
Comparative Literature
Conservation Biology
Digital Humanities
Disability Studies
Earth and Environmental Science
East Asian Studies
Education Studies
English
Entrepreneurship
Environmental Engineering
Environmental Systems and Society
European Studies
Evolutionary Medicine
Film, Television, and Digital Media
Food Studies new
French
Gender Studies
Geochemistry
Geography
Geography/Environmental Studies
Geology
Geophysics and Planetary Physics
Geospatial Information Systems and Technologies
German

Germanic Languages
Gerontology
Global Health
Global Studies
Greek
Hebrew and Jewish Studies
History of Science and Medicine
Iranian Studies
Israel Studies
Italian
Labor and Workplace Studies
Latin
Latin American Studies
Lesbian, Gay, Bisexual Transgender, and Queer Studies
Linguistics
Literature and the Environment new
Mathematical Biology
Mathematics
Mexican Studies
Middle Eastern Studies
Music History
Music Industry
Neuroscience
Philosophy
Portuguese
Public Affairs
Public Health
Religion, Study of
Russian Language
Russian Literature
Russian Studies
Scandinavian
Science Education
Social Thought
Society and Genetics
South Asian Studies
Southeast Asian Studies
Spanish
Spanish Linguistics
Statistics
Structural Biology
Systems Biology
Teaching Secondary Mathematics
Theater
Urban and Regional Studies
Visual and Performing Arts Education

http://www.admissions.ucla.edu/prospect/majors/lsminor.htm
Check the status of your petition on MyUCLA by clicking “Petitions” in the “Academics” tab. A decision will be posted in approximately ten working days. **Approval of petitions is not guaranteed**.

Please note that some transactions may generate a permanent transcript notation and may result in a transaction fee charged to your BAR account. For information on fees and transcript notations, see the “Drop Reference Chart” at www.registrar.ucla.edu/soc/enroll.htm

All petitions are available at academic counseling units and ASK Peer Counselor locations.

**DROPPING COURSES**

**IMPACTED**
- Week 1-2: MyUCLA
- Week 3-10: Red Drop Petition
- Finals Week & thereafter: Red Drop Petition
  **Note:** Transcript Notation as of Week 3 if petition is approved

**NON-IMPACTED**
- Week 1-7: MyUCLA
- Week 8-10: Restricted Drop Petition* or Red Drop Petition**
- Finals Week & thereafter: Red Drop Petition
  **Note:** Transcript Notation as of Week 4

*Automatic approval if you are within your 3 allowed restricted drops.
**If you have exceeded your 3 allowed restricted drops.

**ADDING COURSES**
- Week 1-3: MyUCLA
- Week 4-10 & thereafter: Late/Retroactive Add Petition
  **Note:** Transcript Notation only if Retroactive Petition approved

**CHANGING A GRADE TO PASS/NO PASS OR VICE VERSA**
- Week 1-6: MyUCLA
- Week 7-10 & thereafter: Late Credit Detail Change Petition
  **Note:** Transcript Notation as of Week 7 if petition is approved

**WITHDRAWING FROM THE QUARTER**

Petitions To Be Submitted:
1. UCLA Notice of Withdrawal From The Term
2. Withdrawal Supplement (Weeks 10 & thereafter)

**IMPORTANT NOTICES**

Minimum Progress:
Approved study list changes do not exempt you from the College’s Expected Cumulative Progress (ECP) requirement, Financial Aid progress requirements, or from full-time enrollment requirements associated with other programs or services.

International Students (F-1/J-1 Visa):
International Students must obtain permission from the Dashew Center prior to dropping to a course load of less than 12 units (drops, retroactive-drops, or withdrawals). Please consult with an F-1 Counselor at 106 Bradley International Hall.
Repeat Policy

Any course in which a grade of C- or below or a No Pass (NP) is earned can be repeated once.

If you originally took the course for a letter grade, you MUST take it for a letter grade the second time. If you are within your 16 units of repeat credit, the second grade earned, better or worse, is calculated into your cumulative and term grade point average (GPA).

If you originally took the course Pass/No Pass (P/NP) and received a No Pass, you have the option of repeating the course for a grade or for P/NP. There is no limit to the number of P/NP courses you may repeat.

Important Additional Restrictions

1. You may repeat the same course only once.
2. You may receive units for a repeated course only once.
3. You will not receive credit for a course repeated after you have completed a more advanced course in the same sequence with a grade of D- or better (e.g., Math, Chemistry, or foreign languages).
4. You may repeat up to 16 units of GRADED course work.

How do I sign up to repeat a course?
Simply enroll in the course through MyUCLA. The Registrar’s Office will automatically code the course as a repeat after the quarter ends.

How does a repeat look on my transcript?
Two notations will be listed on your transcript for the repeated course: “Repeated: Excluded from GPA” for the first attempt; “Repeat of Course Previously Taken” for the second attempt.

What happens after I use up my 16 repeat units?
If you have used the 16 units of repeat credit or do not have enough repeat credit, you may still repeat a course in which you received a C- or below. However, both grades will be averaged into your cumulative GPA for any subsequent repeat.

Can I repeat a course outside of UCLA?
Please consult your Academic Counselor first. Depending on the institution, grade credit may not transfer to UCLA, in which case the courses cannot be used to repeat a UCLA course.

Please consult your academic counseling unit if you have any questions about repeating courses.

Academic Counseling Units
College Academic Counseling..........A316 Murphy Hall
Honors.................................................A311 Murphy Hall
Athletics...............................................127 Morgan Center
Academic Advancement Program......1205 Campbell Hall
Calculating your GPA

To calculate your grade point average (GPA), use the chart and the instructions provided. GPA is calculated by using the following formula:

\[
\text{GPA} = \frac{\text{total grade points}}{\text{total attempted units}}
\]

Instructions on how to calculate your GPA

1. Identify the courses you would like to use in a GPA calculation.
2. Using the chart below, add the grade points by locating the units and grade for each course.
3. Divide the total number of grade points by the total number of attempted units.

---

### Example

<table>
<thead>
<tr>
<th>Term Study List</th>
<th>Units</th>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phy Sci 111A</td>
<td>6 units</td>
<td>B+</td>
<td>19.8</td>
</tr>
<tr>
<td>Life Science 4</td>
<td>5 units</td>
<td>A-</td>
<td>18.5</td>
</tr>
<tr>
<td>Ethnomu 91J</td>
<td>2 units</td>
<td>F</td>
<td>0.0</td>
</tr>
<tr>
<td></td>
<td>13</td>
<td></td>
<td>38.3</td>
</tr>
</tbody>
</table>

GPA = \( \frac{38.3 \text{ grade points}}{13 \text{ units}} \) = 2.946

How to calculate your cumulative GPA based on possible grades

Use the GPA Calculator on MyUCLA or use the formula below.

\[
\text{GPA} = \frac{\text{expected grade points for the term} + \text{grade points}^*}{\text{expected units for the term} + \text{units attempted}^*}
\]

*Found on DARS under “University of California Units & GPA” OR on DPR following the list of completed UCLA coursework under “Univ Calif Cumulative”.

---

<table>
<thead>
<tr>
<th>1 unit</th>
<th>2 units</th>
<th>3 units</th>
<th>4 units</th>
<th>5 units</th>
<th>6 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.0</td>
<td>8.0</td>
<td>12.0</td>
<td>A</td>
<td>16.0</td>
<td>20.0</td>
</tr>
<tr>
<td>3.7</td>
<td>7.4</td>
<td>11.1</td>
<td>A-</td>
<td>14.8</td>
<td>18.5</td>
</tr>
<tr>
<td>3.3</td>
<td>6.6</td>
<td>9.9</td>
<td>B+</td>
<td>13.2</td>
<td>16.5</td>
</tr>
<tr>
<td>3.0</td>
<td>6.0</td>
<td>9.0</td>
<td>B</td>
<td>12.0</td>
<td>15.0</td>
</tr>
<tr>
<td>2.7</td>
<td>5.4</td>
<td>8.1</td>
<td>B-</td>
<td>10.8</td>
<td>13.5</td>
</tr>
<tr>
<td>2.3</td>
<td>4.6</td>
<td>6.9</td>
<td>C+</td>
<td>9.2</td>
<td>11.5</td>
</tr>
<tr>
<td>2.0</td>
<td>4.0</td>
<td>6.0</td>
<td>C</td>
<td>8.0</td>
<td>10.0</td>
</tr>
<tr>
<td>1.7</td>
<td>3.4</td>
<td>5.1</td>
<td>C-</td>
<td>6.8</td>
<td>8.5</td>
</tr>
<tr>
<td>1.3</td>
<td>2.6</td>
<td>3.9</td>
<td>D+</td>
<td>5.2</td>
<td>6.5</td>
</tr>
<tr>
<td>1.0</td>
<td>2.0</td>
<td>3.0</td>
<td>D</td>
<td>4.0</td>
<td>5.0</td>
</tr>
<tr>
<td>0.7</td>
<td>1.4</td>
<td>2.1</td>
<td>D-</td>
<td>2.8</td>
<td>3.5</td>
</tr>
<tr>
<td>0.0</td>
<td>0.0</td>
<td>0.0</td>
<td>F</td>
<td>0.0</td>
<td>0.0</td>
</tr>
</tbody>
</table>
INSTRUCTIONS

1. Starting with the current term, list all courses that you plan to complete every quarter and summer session until graduation. Please note, the grey box area is for departmental use only.

2. Return this degree plan with appropriate departmental signatures and all required documentation to your College counseling unit.

Signature of the department does not guarantee admission to major/minor/specialization and is only intended to indicate courses that would satisfy requirements if admitted.

Please note that petitions take a minimum of 5-10 working days to process and may take longer if incomplete or inaccurate.

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UNIT CALCULATIONS
See reverse for information on how to calculate units.

A. Units completed and in progress as of the current term:

B. Units required for additional courses:

C. Units you anticipate receiving credit for (e.g. incompletes):

D. Total units requested (A + B + C):

E. Current unit max:

F. Total units exceeding unit max (D - E):

OR

G. I will not exceed my unit max (Initial here):

Supplementary Information:

Student Signature: ___________________________ Date: ________

Department Counselor: ___________________________ Date: ________

Department Counselor: ___________________________ Date: ________
Career Launch: Your Four Year Plan

What should I do to get started?
Business employers tend to have very structured recruiting procedures. Start early to make the most of your job and internship search! Below are a few tips to get you started:

**First year: Build your base**
- Get involved on campus (The UCLA Business Council provides a list of business-related student organizations)
- Create a BruinView™ account (visit career.ucla.edu) to schedule a meeting with a career counselor, review career resources and events calendar (job/internship listings, employer information sessions, job fairs, career workshops, on campus interview program, etc...)
- Meet a career counselor to discuss your career goals and establish your customized Career Four Year Plan
- Draft your resume (Review the Career Center’s Career Guide) and get it critiqued by a career counselor

**Sophomore year: Develop yourself and your network**
- Attend the Distinguished Alumni Speaker Series events (Visit the Department of Economics website for details)
- Attend JumpStart and Career Week events to learn about various fields and to meet industry professionals (career.ucla.edu)
- Gain experience. Consider applying for an academic or summer internship (Visit BruinView™ for details)
- Conduct an informational interview with an alumnus from the UCLA Alumni Career Network (bruinworks.com)

**Junior year: Connect with employers and gain experience**
- Apply for the Sharpe Fellows Program (visit the Department of Economics website for details)
- Participate in a mock-interview with a career counselor
- Attend employer information sessions and career events to network with employers
- Visit BruinView™ for a list of on-campus information sessions and internship openings
  - Note: Many firms interview students in early Winter Quarter for summer internship positions

**Senior year: Showcase your skills**
- Upload your resume, unofficial transcript, and other documents on BruinView™ at the beginning of Fall Quarter
- Meet with a career counselor to discuss job search strategies
- Visit BruinView™ for a list of on-campus information sessions and job openings
  - Note: Many firms visit campus during the Fall Quarter to recruit for full-time hires