

BUSINESS ADMINISTRATION DIPLOMA PROGRAM, HUMAN RESOURCES MAJOR PROGRAM COURSE LIST							
List is effective September 5, 2023 to August 23, 2024. Learners follow the Program Course List in place at the start of their program.							
Learners have 5 years to complete the Business Administration (BA) diploma program							
IMPORTANT INFORMATION ABOUT THIS PROGRAM							
Course availability and program requirements are determined by the Chiu School of Business							
The program requirements that were in effect on the date that the learner began their program are those that need to be fulfilled in order to graduate.							
Term availability listed is only for the 2023/2024 Academic Year.							
Maximum class capacity is determined by the department offering the course.							
Pre-requisites are courses that must be completed before taking a more advanced course.							
Co-requisites are courses that must be taken before or at the same time as another course.							
Learners may attempt a course a maximum of 3 times. This includes withdrawing from a course.							
Term	Course		Credits	Availability	Passing grade	Pre-requisite	Checklist (for learner use)
1	CORE COURSES: All 10 courses must be completed						
	MGMT1401	Microeconomics **must be taken in the first term**	3	Fall/Winter/Spring	D (50% or higher)		
2	MGMT2401	Macroeconomics	3	Fall/Winter/Spring	D (50% or higher)	MGMT1401	
1 or 2	ACCT1103	Introduction to Financial Accounting	3	Fall/Winter/Spring	D (50% or higher)		
	HRES1101	Organizational Behaviour	3	Fall/Winter/Spring	D (50% or higher)		
	HRES2201	Introduction to Human Resources	3	Fall/Winter/Spring	D (50% or higher)		
	MGMT1101	Introduction to Management	3	Fall/Winter/Spring	D (50% or higher)		
	MGMT1102	Introduction to Organizations and Sustainability	3	Fall/Winter/Spring	D (50% or higher)		
	MGMT1201	Business Communication	3	Fall/Winter/Spring	D (50% or higher)		
	MGMT1601	Business Law	3	Fall/Winter/Spring	D (50% or higher)		
3 or 4	MKTG1101	Introduction to Marketing	3	Fall/Winter/Spring	D (50% or higher)		
	HUMAN RESOURCES MAJOR COURSES: All NINE (9) courses must be completed						
	HRES2101	Change Management	3	Fall/Winter/Spring	D (50% or higher)		
	HRES2301	Employment Law	3	Fall/Winter/Spring	D (50% or higher)		
	HRES2303	Occupational Health and Safety	3	Fall/Winter/Spring	D (50% or higher)		
	HRES2202	Talent Acquisition & Engagement	3	Fall/Winter/Spring	D (50% or higher)	HRES2201	
	HRES2203	Compensation and Benefits	3	Fall/Winter/Spring	D (50% or higher)	HRES2201	
	HRES2302	Labour Relations	3	Fall/Winter/Spring	D (50% or higher)	HRES2201	
	HRES2401	Employee Learning and Development	3	Fall/Winter/Spring	D (50% or higher)		
	MGMT2801	International Business	3	Fall/Winter	D (50% or higher)	MGMT2401	
	MGMT2998	Business Strategy	3	Fall/Winter/Spring	D (50% or higher)	ACCT1103, MGMT1101, MKTG1101	
OPEN ELECTIVE: Choose 1 of the of the following 2000 level course from the Business Admistration program:							
Can be taken in term 3 or 4. Each course is worth 3 credits and a passing grade is D (50% or higher), and there are no pre-requisites for the Open Electives.							
Course			Availability	Course			Availability
ACCT2101	Intermediate Financial Accounting I		Fall/Winter/Spring	HRES2203	Compensation and Benefits		Fall/Winter/Spring
ACCT2102	Intermediate Financial Accounting II		Fall and Winter	HRES2301	Employment Law		Fall/Winter/Spring
ACCT2201	Management Accounting I		Fall/Winter/Spring	HRES2302	Labor Relations		Fall/Winter/Spring
ACCT2202	Management Accounting II		Fall and Winter	HRES2303	Occupational Health & Safety		Fall/Winter/Spring
ACCT2303	Personal & Corporate Taxation		Fall/Winter/Spring	HRES2401	Employee Learning and Development		Fall/Winter/Spring
ACCT2501	Auditing		Winter	MGMT1302	Computer Applications		Fall/Winter/Spring
DATA2301	Fundamentals of Digital Marketing Analytics		Fall and Winter	MGMT1501	Business Mathematics		Fall and Winter
DESN2201	Introduction to Web Design for Digital Marketing		Fall and Winter	MGMT2102	Project Management		Fall/Winter/Spring
DESN1202	Introduction to Digital Media Production		Fall and Winter	MGMT2301	Microsoft Excel		Fall/Winter/Spring
DESN2301	User Experience Design		Fall and Winter	MGMT2302	Computerized Accounting for Management		Fall/Winter/Spring
FNSR2101	Introduction to Insurance & Risk Management		Fall and Winter	MGMT2303	Management Information Systems		Fall
FNSR2102	Insurance on Property		Winter	MGMT2503	Introductory Statistics for Business Disciplines		Fall/Winter/Spring
FNSR2103	Insurance Against Liability		Fall	MGMT2801	International Business		Fall and Winter
FNSR2104	Automobile Insurance		Fall	MGMT2802	International Business and Culture		Spring
FNSR2105	Essentials of Loss Adjusting		Winter	MGMT2901	Introduction to Entrepreneurship		Fall/Winter/Spring
FNSR2106	Underwriting Essentials		Fall	MKTG2103	Applied Marketing		Fall/Winter/Spring
FNSR2107	Essential Skills for Insurance Broker & Agent		Winter	MKTG2203	Selling and the Customer Experience		Fall/Winter/Spring
FNSR2201	Business Finance		Fall/Winter/Spring	MKTG2303	Integrated Marketing Communications		Fall and Winter
FNSR2301	Financial Markets & Products		Fall and Winter	MKTG2304	Digital and Emerging Media		Fall and Winter
FNSR2302	Personal Financial Planning I		Fall and Winter	MKTG2402	Brand, Content and Copywriting		Fall and Winter
FNSR2303	Investment Funds in Canada		Winter	SCMT2101	Introduction to Supply Chain Management		Fall/Winter/Spring
FNSR2304	Personal Financial Planning II		Fall and Winter	SCMT2201	Operations Management I		Fall/Winter/Spring
FNSR2401	Risk Management Principles & Practice		Fall/Winter/Spring	SCMT2301	Procurement		Winter
FNSR2402	Risk Assessment & Treatment		Fall/Winter/Spring	SCMT2401	Logistics and Transportation		Winter
FNSR2403	Risk Financing		Fall/Winter/Spring	SCMT2501	Inventory and Materials Management		Winter
HRES2101	Change Management		Fall/Winter/Spring	SCMT2601	Quality Management		Winter
HRES2202	Talent Acquisition and Engagement		Fall/Winter/Spring	TOUR2104	Sustainable Development		Spring
TOTAL CREDITS				A full time course load is 9 credits or more. A part time course load is 8 credits or less.			