



Created by: Academic Advising  
2022 to 2023 Academic Year

The information included in this list is subject to change

**BUSINESS ADMINISTRATION DIPLOMA PROGRAM, GENERAL BUSINESS MAJOR PROGRAM COURSE LIST** **EFFECTIVE FALL 2022**

All courses in the Business Administration Program must be completed within five years of your start date.

| Recommended Term                               | Course Code:  | Course Name:   | Course Credit Weight:   | Availability:              | Passing Grade Requirements: | Pre-requisites:   | Co-requisites:  | Completion Checklist: |
|--|---|--|---|----------------------------|-----------------------------|---|---|-----------------------|
|  |   |  | Full time is 9 credits or more<br>Part-time is 8 credits or less. | Fall/<br>Winter/<br>Spring |                             | A course that a student must pass before registering in a more advanced course. | A course that a student must be registered in at the same time as another course or completed beforehand. |                       |
| 1  | <b>CORE COURSES: All ten (10) courses must be completed</b> |  |   |                            |                             |   |   |                       |
|  | MGMT1401  | Microeconomics<br><b>**must be taken in the first term**</b> | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
| 2  | MGMT2401  | Macroeconomics   | 3 credits   | F/W/S                      | D (50% or higher)           | MGMT1401  |   |                       |
| These courses can be taken in term 1 or term 2 | ACCT1103  | Introduction to Financial Accounting                         | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | HRES1101  | Organizational Behaviour                                     | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | HRES2201  | Introduction to Human Resources                              | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | MGMT1101  | Introduction to Management                                   | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | MGMT1102  | Introduction to Organizations and Sustainability             | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | MGMT1201  | Business Communication                                       | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
|  | MGMT1601  | Business Law   | 3 credits   | F/W/S                      | D (50% or higher)           |   |   |                       |
| MKTG1101                                       | Introduction to Marketing                                   | 3 credits  | F/W/S   | D (50% or higher)          |                             |   |   |                       |

| Recommended Term  | Course Code:  | Course Name:   | Course Credit | Availability:              | Passing Grade     | Pre-requisites:   | Co-requisites:  | Completion Checklist: |
|---|---|--|---------------|----------------------------|-------------------|---|---|-----------------------|
|   | Weight:   |  |               | Fall/<br>Winter/<br>Spring | Requirements:     | A course that a student must pass before registering in a more advanced course. | A course that a student must be registered in at the same time as another course or |                       |
| These courses can be taken in term 3 or term 4  | <b>MANDATORY GENERAL BUSINESS MAJOR COURSES</b>                                       |  |               |                            |                   |   |   |                       |
|   | ACCT2201  | Management Accounting I  | 3 credits     | F/W/S                      | D (50% or higher) | ACCT1103 *minimum grade C+ is needed  |   |                       |
|   | MGMT2998  | Business Strategy  | 3 credits     | F/W/S                      | D (50% or higher) | ACCT1103, MGMT1101 & MKTG1101   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | HRES2101  | Change Management  | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | HRES2303  | Occupational Health and Safety   | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | MGMT2301  | Microsoft Excel  | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | MGMT1302  | Computer Applications  | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | MGMT2102  | Project Management   | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | SCMT2201  | Operations Management I  | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | FNSR2201  | Business Finance   | 3 credits     | F/W/S                      | D (50% or higher) | ACCT1103  |   |                       |
|   | FNSR2401  | Risk Management Principles and Practice  | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | MGMT2503  | Introductory Statistics for Business Disciplines<br><br>This course replaces MGMT2501-Introduction to Statistics AND MGMT2502-Intermediate Statistics. Students who started their program prior to Fall 2022 who have not completed MGMT2501 and MGMT2502 are required to take MGMT2503. | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | MGMT2304  | Introduction to Business Analytics   | 3 credits     | F/W/S                      | D (50% or higher) |   |   |                       |
|   | <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b> |  |               |                            |                   |   |   |                       |
|   | MKTG2203  | Selling and the Customer Experience  | 3 credits     | F/W/S                      | D (50% or higher) | MGMT1201, MKTG1101  |   |                       |
| MKTG2103  | Applied Marketing   | 3 credits  | F/W/S         | D (50% or higher)          | MKTG1101          |   |   |                       |
| <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following courses</b>   |   |  |               |                            |                   |   |   |                       |
| MGMT2901  | Introduction to Entrepreneurship  | 3 credits  | F/W/S         | D (50% or higher)          |                   |   |   |                       |
| MGMT2801  | International Business  | 3 credits  | Fall/Winter   | D (50% or higher)          | MGMT2401          |   |   |                       |
| <b>GENERAL BUSINESS MAJOR COURSES: Choose one (1) 2000 level course from the Business Administration program. List is on the next page.</b> |   |  |               |                            |                   |   |   |                       |

**GENERAL BUSINESS MAJOR COURSES: Choose one (1) of the of the following 2000 level course from the Business Administration program:**

|   |                                   |  |             |          |  |             |
|---|-----------------------------------|--|-------------|----------|--|-------------|
| <b>These courses can be taken in term 3 or term 4</b> | ACCT2101                          | Intermediate Financial Accounting I              | F/W/S       | MGMT1302 | Computer Applications                            | F/W/S       |
|   | ACCT2102                          | Intermediate Financial Accounting II             | Fall/Winter | MGMT1501 | Business Mathematics                             | Fall/Winter |
|   | ACCT2201                          | Management Accounting I                          | F/W/S       | MGMT2102 | Project Management                               | F/W/S       |
|   | ACCT2202                          | Management Accounting II                         | Fall/Winter | MGMT2301 | Microsoft Excel                                  | F/W/S       |
|   | ACCT2303                          | Personal & Corporate Taxation                    | F/W/S       | MGMT2302 | Computerized Accounting for Management           | F/W/S       |
|   | ACCT2501                          | Auditing   | Winter      | MGMT2303 | Management Information Systems                   | Fall        |
|   | DATA2301                          | Fundamentals of Digital Marketing Analytics      | Fall/Winter | MGMT2503 | Introductory Statistics for Business Disciplines | F/W/S       |
|   | DESN2201                          | Introduction to Web Design for Digital Marketing | Fall/Winter | MGMT2801 | International Business                           | Fall/Winter |
|   | DESN1202                          | Introduction to Digital Media Production         | Fall/Winter | MGMT2802 | International Business and Culture               | Spring      |
|   | DESN2301                          | User Experience Design                           | Fall/Winter | MGMT2901 | Introduction to Entrepreneurship                 | F/W/S       |
|   | FNSR2101                          | Introduction to Insurance & Risk Management      | Fall/Winter | MKTG2103 | Applied Marketing                                | F/W/S       |
|   | FNSR2102                          | Insurance on Property                            | Winter      | MKTG2203 | Selling and the Customer Experience              | F/W/S       |
|   | FNSR2103                          | Insurance Against Liability                      | Fall        | MKTG2303 | Integrated Marketing Communications              | Fall/Winter |
|   | FNSR2104                          | Automobile Insurance                             | Fall        | MKTG2304 | Digital and Emerging Media                       | Fall/Winter |
|   | FNSR2105                          | Essentials of Loss Adjusting                     | Winter      | MKTG2402 | Brand, Content and Copywriting                   | Fall/Winter |
|   | FNSR2106                          | Underwriting Essentials                          | Fall        | SCMT2101 | Introduction to Supply Chain Management          | F/W/S       |
|   | FNSR2107                          | Essential Skills for Insurance Broker & Agent    | Winter      | SCMT2201 | Operations Management I                          | F/W/S       |
|   | FNSR2201                          | Business Finance                                 | F/W/S       | SCMT2301 | Procurement                                      | Winter      |
|   | FNSR2301                          | Financial Markets & Products                     | Fall        | SCMT2401 | Logistics and Transportation                     | Winter      |
|   | FNSR2302                          | Personal Financial Planning I                    | Fall        | SCMT2501 | Inventory and Materials Management               | Winter      |
|   | FNSR2303                          | Investment Funds in Canada                       | Winter      | SCMT2601 | Quality Management                               | Winter      |
|   | FNSR2304                          | Personal Financial Planning II                   | Winter      | TOUR2104 | Sustainable Development                          | Spring      |
|   | FNSR2401                          | Risk Management Principles & Practice            | F/W/S       |          |  |             |
|   | FNSR2402                          | Risk Assessment & Treatment                      | Fall        |          |  |             |
|   | FNSR2403                          | Risk Financing                                   | Winter      |          |  |             |
|   | HRES2101                          | Change Management                                | F/W/S       |          |  |             |
|   | HRES2202                          | Recruitment and Selection                        | F/W/S       |          |  |             |
|   | HRES2203                          | Compensation and Benefits                        | F/W/S       |          |  |             |
|   | HRES2301                          | Employment Law                                   | F/W/S       |          |  |             |
|   | HRES2302                          | Labor Relations                                  | F/W/S       |          |  |             |
| HRES2303  | Occupational Health & Safety      | F/W/S  |             |          |  |             |
| HRES2401  | Employee Learning and Development | F/W/S  |             |          |  |             |

**A passing grade for all these courses is D (50 % or higher), and all courses are worth 3 credits**