

BUSINESS ADMINISTRATION DIPLOMA PROGRAM, FINANCIAL SERVICES MAJOR COURSE **FOR STUDENTS STARTING FALL 2019**

All courses in the Business Administration Diploma Program must be completed within five years of the original start date. Subject to change

Course Name:	Course Credit Weight:	Availability: course delivery:	Availability: course delivery:	Availability: course delivery:	Pre-requisites:	Completion Checklist:
please note, courses are listed in the recommended program progression order and term	*A full-time course load is 9 credits or more*	C-classroom O- Online B-Blended	C-classroom O- Online B-Blended	C-classroom O- Online B-Blended	A course that a learner must pass or other condition that must be met before registering in a more advanced course.	(for Learner use) *please refer to the Program Content Guide for program progression and completion requirements*
Recommended Term:	Course Code:	Fall 2019	Winter 2020	Spring 2020		

CORE COURSES

1	MGMT1401	Microeconomics	3 credits	C,O	C,O	C,O	
1 or 2	ACCT1103	Introduction to Financial Accounting	3 credits	C,O	C,O	C,O	
1 or 2	HRES1101	Organizational Behaviour	3 credits	C,O	C,O	C,O	
1 or 2	HRES2201	Introduction to Human Resources	3 credits	C,O	C,O	C,O	
1 or 2	MGMT1101	Introduction to Management (online only)	3 credits	O	O	O	
1 or 2	MGMT1102	Corporate Social Responsibility	3 credits	C,O	C,O	C,O	
1 or 2	MGMT1201	Business Communication	3 credits	C,O	C,O	C,O	
1 or 2	MGMT1601	Business Law	3 credits	C,O	C,O	C,O	
1 or 2	MKTG1101	Introduction to Marketing	3 credits	C,O	C,O	C,O	
2	MGMT2401	Macroeconomics	3 credits	C,O	C,O	C,O	MGMT1401
3 or 4	MGMT2998	Business Strategy	3 credits	C,O	C,O	C,O	ACCT1103 or ACCT1101, MGMT1101 & MKTG1101
1, 2, 3 or 4	Open elective	Any 2000 Level Course in the Business Administration Program	3 credits				

FINANCIAL SERVICES MAJOR COURSES

3	FNSR2301	Financial Markets & Products	3 credits	C			
3	FNSR2302	Personal Financial Planning I	3 credits	C			
3 or 4	FNSR2201	Business Finance	3 credits	C,O	C,O	C,O	ACCT1103 OR ACCT1101
3 or 4	MKTG2203	Selling and the Customer Experience	3 credits	C,O	C,O	O	
4	FNSR2303	Investment Funds in Canada	3 credits		C		
4	FNSR2304	Personal Financial Planning II	3 credits		C		FNSR2301 & FNSR2302

MAJOR ELECTIVES: Choose two (2) of the following courses:

3 or 4	ACCT2301	Taxation I	3 credits	C	C		ACCT1103 or ACCT1102
3 or 4	FNSR2101	Introduction to Insurance & Risk Management	3 credits	C	C,O	C,O	
3 or 4	MGMT2501	Introduction to Statistics	3 credits	C,O	C,O	C,O	

CO-OP EXPERIENCE (Optional)

Course Name:	Course Credit Weight:	Availability: course delivery:	Availability: course delivery:	Availability: course delivery:	Pre-requisites:	Completion Checklist:
please note, courses are listed in the recommended program progression order and term		C-classroom O- Online B-Blended	C-classroom O- Online B-Blended	C-classroom O- Online B-Blended		(for Learner use) *please refer to the Program Content Guide for program progression and completion requirements*
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1	TOWES	Test of Workplace Essential Skills	0 credits	Testing is only available at the beginning of each term.			
2, 3, or 4	ADMN9998	Employment Preparation	0 credits (\$150)	C,O	C,O	C,O	Completion of 30 program credits in the Business Administration Diploma program
3, 4, or 5	COOP9998	Co-op Work Term	0 credits (\$450)	Available to students who secure a work position.			*Minimum 3.0 GPA *Achieve a B or higher in MGMT1201 Business Communication *Complete Test of Workplace Essential Skills (TOWES) *Complete Co-op Application Process *Complete 30 program course credits *Complete Employment Preparation Course (ADMN9998) *Receive departmental approval

PART-TIME STATUS: 6 CREDITS OR LESS FULL-TIME STATUS: 9 CREDITS OR MORE MAXIMUM CREDITS ALLOWED PER TERM: 15