

| 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) | |
| CORE COURSES: All 10 courses must be completed | | | | | | | |
| 1 | MGMT1401 Microeconomics | 3 | Fall/Winter/Spring | D (50% or higher) | | | |
| | **must be taken in the first term** | | | | | | |
| 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 | | | | | | | |
| 3 or 4 | 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 Administration 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. | | | | | |