

# BUSINESS ADMINISTRATION CERTIFICATE (BAC)

Course Information Updated: 20 April 2017

## CREATING YOUR PROGRAM PLAN

It is recommended that every student create a plan of completion of their required courses. The BAC Program currently requires the completion of the courses listed below. Although it is advisable to complete your courses in the order listed, it is not required. It is required that BAC 11 is completed as your first course. You are required to complete all seven of the core BAC courses before you are permitted to enroll in the Capstone class - BAC 38 - Business Strategy. BAC 38 cannot be taken concurrently with any other class.

The proposed course schedule on the right shows the classes that will be offered in the fall, winter and spring session terms. Fall and winter classes are offered once per week on either Monday or Wednesday. Spring session classes are two evenings per week and may be either Monday/Wednesday or Tuesday/Thursday. It is important to carefully plan your program completion, as some classes are only offered in certain terms (ex. BAC 38 is only offered in term 2).

#### **BAC PROGRAM COURSES**

**BAC 11** Introduction to Business

**BAC 14** Business Communications

**BAC 15** Human Resource Management

BAC 16\* Financial Information for Decision Making

**BAC 25** Managerial Marketing

**BAC 37** Business Decision Making

**BAC 38** Business Strategy

Choose one of:

**BAC 28** Organizational Behaviour

**BAC 29** Business Law

### \*Students who intend on transferring to the B.Comm. program upon completion of the BAC should plan to take COMM 201 in place of BAC 16



#### **2017-2018 TENTATIVE OFFERINGS**

	Term 1		Term 2		Spring
Course	М	W	М	W	T/R
BAC 11	<b>✓</b>		<b>✓</b>		
<b>BAC 14</b>	<b>✓</b>			<b>✓</b>	
BAC 15		✓	<b>✓</b>		
BAC 16	<b>✓</b>		<b>✓</b>		
BAC 25		✓		✓	
BAC 28					✓
BAC 29			<b>✓</b>		
BAC 37	✓				
BAC 38			<b>✓</b>		

Assuming the proposed schedule continues for the next few years, please use it to plan your program.

This schedule is subject to change. You are advised to review your program plan each year.

#### **CONTACT US**

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