

**What courses do I need to complete in order to graduate?**

You must complete 20 credits (40 courses) over 4 years of study, including the following:

- 13.5 credits (27 courses) - Core Courses
- 4.5 credits (9 courses) - From the approved list of Restricted Business Electives
- 2.0 credits (4 courses) - General Electives (non business courses)

(Each course in the Business Program has a credit value of 0.5)

**Does Guelph-Humber meet the Institute of Chartered Accountants of Ontario 51 – credit hour requirement?**

This planning document is applicable for students considering a career as a CA and meets the ICAO's "credit hour" requirements. To focus on the CA Designation in Accounting requires the completion of 5.0 credits (10 courses) in approved accounting courses, in order to obtain the Institute's "51 – credit hours".

Students, wishing to pursue the **CA, CMA or CGA** designation may need to complete additional courses beyond their BBA graduation requirements. Please see your Academic Advisor for clarification.

*The requirements of the professional accounting associations are subject to change and students are responsible for determining the requirements of the associations. It is recommended that students obtain written confirmation from the associations prior to registering in courses. Transfer students are strongly encouraged to confirm with their designating body of interest, the process for determining credit for courses completed at more than one post secondary institution.*

**What general electives should I take and when should I take them?**

Choose general electives from the subjects that interest you the most. Different electives are offered in different semesters and these will be noted in time for course selection. Students must incorporate four general electives (2.0 credits), into their program plan.

**Can I take a business course as a general elective?**

No. General electives are designed to give students depth and breadth in their studies and provide an opportunity for business students to take courses with students in other programs.

**Am I required to take my general electives at Guelph-Humber?**

Letters of Permission may be available in order to take general electives at another institution. Please see one of the Learning Support Peers for details.

**I am a transfer student. How do I know which courses I can select?**

Transfer Students should use this document, in collaboration with their official credit assessment to determine which courses they have the required pre-requisites to select. Transfer students should meet with their Academic Advisor in advance of course selection dates to confirm their schedule.

**Is there Co-op in the Business Program?**

No. However, students will receive workplace experience in their last semester in BADM\*4400 Applied Business Study.

**Will my degree and/or diploma note my area of emphases?**

Upon successful completion of 2.5 credits (5 courses) in a specific subject area, students may request to receive a notation on their Humber College diploma. Students may only declare ONE area of emphases. Students are not required to declare an emphasis and may choose to take courses from several different subject areas.

**Where can I go for more information?**

Visit your Academic Advisor, Joe Varamo in GH 108, or call 416.798.1331, ext 6089 to book an appointment. You can also visit the **LSP's** in the Learning Commons or feel free to email them at [lsp@guelphhumber.ca](mailto:lsp@guelphhumber.ca)

**NOTE: This program plan has been designed to assist you with course selection and program planning. In the case of any discrepancies between this document and the approved schedule of studies, the schedule of studies (as found in the Undergraduate Calendar at [www.guelphhumber.ca/calendar](http://www.guelphhumber.ca/calendar)), will serve as the official record.**

SEMESTER	COURSE CODE	COURSE TITLE	PREREQUISITES	SEM
<b>1</b>	AHSS*1000	Microeconomics		F
	BADM*1000	Introduction to Business		F
	BADM*1010	Business Law		F
	BADM*1030	Accounting I		F
	BADM*1040	Marketing		F
<b>2</b>	AHSS*1010	Macroeconomics	• AHSS*1000	W
	AHSS*1030	Introduction to Organizational Behaviour		W
	BADM*1020	Business Information Systems		W
	BADM*1060	Accounting II	• BADM*1030	W
	SCMA*1000	Business Statistics		W
<b>3</b>	BADM*2000	Human Resources Management		F
	BADM*2010	Managerial Accounting	• BADM*1060	F
	BADM*2020	Consumer Behaviour	• BADM*1040	F
	SCMA*2000	Quantitative Methods in Business	• SCMA*1000	F
		General Elective		F
<b>4</b>	BADM*2030	Advertising in Business	5.0 credits, including: • BADM*1040	W
	BADM*2040	Customer Service	5.0 credits, including: • BADM*1040	W
	BADM*2050	Ethics & Values in Business	5.0 credits, including: • BADM*1000	W
	BADM*2060	Business Logistics	5.0 credits, including: • SCMA*1000	W
<b>Semester 4 Restricted Electives</b>	<b>BADM*3120</b>	<b>Intermediate Accounting I</b>	<b>• BADM*1060 • BADM*2010</b>	<b>W</b>
<b>5</b>	BADM*3000	Finance	7.5 credits, including: • BADM*1030 • BADM*1060	F
	BADM*3110	Entrepreneurial Studies	• 7.5 credits	F
	SCMA*3010	Research Methods in Business	7.5 credits including: • SCMA*1000	F
<b>Semester 5 Restricted Electives</b>	<b>BADM*3130</b>	<b>Intermediate Accounting II</b>	<b>• BADM*3120</b>	<b>F</b>
	<b>BADM*4220</b>	<b>Taxation I</b>	<b>• BADM*3120</b>	<b>F</b>
<b>6</b>	BADM*3160	Corporate Finance	• SCMA*1000 • BADM*3000	W
	BADM*4360	Negotiation in Business	10.0 credits including: • BADM*1000	W
<b>Semester 6 Restricted Electives</b>	<b>BADM*4210</b>	<b>Advanced Financial Accounting</b>	<b>• BADM*3130</b>	<b>W</b>
	<b>BADM*4230</b>	<b>Taxation II</b>	<b>• BADM*4220</b>	<b>W</b>
	<b>BADM*4240</b>	<b>Auditing I</b>	<b>• BADM*3130 • SCMA*1000</b>	<b>W</b>

SEMESTER	COURSE CODE	COURSE TITLE	PREREQUISITES	SEM
<b>7</b>	BADM*4000	Business Policy	• 13.0 credits	F
	BADM*4200	Project Management	13.0 credits including: • BADM*2060	F
		General Elective		F
<b>Semester 7 Restricted Electives</b>	BADM*3150	Managerial Accounting II	• BADM*2010 • SCMA*1000	F
	BADM*4260	Auditing II	• BADM*4240	F
<b>8</b>	BADM*4340	Leadership in Business	15.0 credits including: • AHSS*1030 • BADM*2050	W
	BADM*4400	Applied Business Study	•15.0 credits	W
		General Elective		W
<b>Semester 8 Restricted Electives</b>	BADM*4250	Accounting Theory	• BADM*4210	W
	BADM*4270	Auditing III	• BADM*4260	W
	BADM*4280	Advanced Managerial Accounting	• BADM*3150	W
	BADM*4380	Internal Controls	• BADM*3130	W
<b>Summer Semester</b>		General Elective		S

Students are strongly encouraged to plan out their entire schedule before selecting any courses to ensure all requirements will be met at the end of their studies. This is especially important for transfer students. Students must be aware that in order to fulfill designation requirements they may need to take additional restricted electives above the program requirements. In order to do this, they will need to take summer courses or choose more than 2.5 credits for some semesters.

## Accounting Designations Course Requirements

CA required courses	CMA required courses	CGA required courses
BADM 3120 Intermediate Accounting I BADM 3130 Intermediate Accounting II BADM 3150 Managerial Accounting II BADM 4210 Advanced Financial Accounting BADM 4220 Taxation I BADM 4230 Taxation II BADM 4240 Auditing I BADM 4250 Accounting Theory BADM 4260 Auditing II BADM 4270 Auditing III	BADM 3120 Intermediate Accounting I BADM 3130 Intermediate Accounting II BADM 3150 Managerial Accounting II BADM 4210 Advanced Financial Accounting BADM 4220 Taxation I BADM 4230 Taxation II BADM 4280 Advanced Managerial Acct. BADM 4380 Internal Controls	BADM 3120 Intermediate Accounting I BADM 3130 Intermediate Accounting II BADM 3150 Managerial Accounting II BADM 4210 Advanced Financial Accounting BADM 4220 Taxation I BADM 4230 Taxation II BADM 4240 Auditing I BADM 4250 Accounting Theory BADM 4260 Auditing II BADM 4270 Auditing III BADM 4280 Advanced Managerial Acct.

## Restricted Accounting Electives by Semester Offered / Recommended Order

SEMESTER	COURSE CODE	COURSE TITLE	PREREQUISITES	SEM
<b>Semester 4</b> Restricted Electives	BADM*3120	Intermediate Accounting I	• BADM*1060 • BADM*2010	W
<b>Semester 5</b> Restricted Electives	BADM*3130	Intermediate Accounting II	• BADM*3120	F
	BADM*4220	Taxation I	• BADM*3120	F
<b>Semester 6</b> Restricted Electives	BADM*4210	Advanced Financial Accounting	• BADM*3130	W
	BADM*4230	Taxation II	• BADM*4220	W
	BADM*4240	Auditing I	• BADM*3130 • SCMA*1000	W
<b>Semester 7</b> Restricted Electives	BADM*3150	Managerial Accounting II	• BADM*2010 • SCMA*1000	F
	BADM*4260	Auditing II	• BADM*4240	F
<b>Semester 8</b> Restricted Electives	BADM*4250	Accounting Theory	• BADM*4210	W
	BADM*4270	Auditing III	• BADM*4260	W
	BADM*4280	Advanced Managerial Accounting	• BADM*3150	W
	BADM*4380	Internal Controls	• BADM*3130	W

**Area of Emphasis Courses / Restricted Business Electives - 4.5 credits (9 courses) are required.**

SEMESTER	COURSE CODE	COURSE TITLE	PREREQUISITES	SEM
Semester 5  Restricted Electives	BADM*3060	International Law	7.5 credits including: • BADM*1010	F
	BADM*3080	Professional Selling	• BADM*1010 • BADM*1040	F
	BADM*3200	Business and Government	7.5 credits including: • AHSS*1010	F
	BADM*3210	Case Studies in Business Management	10.0 credits including: • BADM*1000	F
	BADM*4140	Event Management I	• BADM*1010 • BADM*2030	F
	BADM*4370	History of Business	7.5 credits	F
	BADM*4390	Relationship Marketing	• BADM*1040 • BADM*2020	F
Semester 6  Restricted Electives	BADM*3030	Direct Marketing	• BADM*1040 • BADM*2020	W
	BADM*3090	Money, Banking & Finance	• BADM*1010 • BADM*3000	W
	BADM*3140	International Trade	10.0 credits including: • AHSS*1000 • AHSS*1010 • BADM*3000	W
	BADM*4120	Business Consulting	10.0 credits including: • BADM*1000	W
	BADM*4140	Event Management I	• BADM*1010 • BADM*2030	W
	BADM*4160	Event Management II	• BADM*4140	W
Semester 7  Restricted Electives	BADM*3040	International Finance	10.0 credits including: • AHSS*1000 • AHSS*1010 • BADM*3000	F
	BADM*4040	E-Commerce	10.0 credits including: • BADM*1020 • BADM*1040	F
	BADM*4060	Investment Finance	• SCMA*1000 • BADM*3160	F
	BADM*4070 DE	Personal Financial Planning	• BADM*3000	F
	BADM*4100	Small Business Management	• BADM*3110	F
	BADM*4160	Event Management II	• BADM*4140	F
	BADM*4170	Asia Pacific Regional	• 10.0 credits	F
	BADM*4410	Managing Not-for-Profit Enterprise	10.0 credits including: • BADM*1040 • BADM*2050	F
Semester 8  Restricted Electives	BADM*4050	Marketing Research Project	10.0 credits including: • BADM*1040 • SCMA*3010	W
	BADM*4080	Insurance & Risk Management	• 10.0 credits	W
	BADM*4090	Portfolio Management	• BADM*3160 • BADM*4060	W
	BADM*4110	Planning a Small Business	• BADM 3110	W
	BADM*4180	Latin America Regional	• 10.0 credits	W
	BADM*4190	Europe Regional	• 10.0 credits	W
	BADM*4420	Business Management Simulation	15.0 credits including: • BADM*4000	W

## **Area of Emphasis Courses / Restricted Business Electives - 4.5 credits (9 courses) are required.**

Completion at least 2.5 credits (5 courses) from one specific area will allow a student to declare an Area of Emphasis. This would be noted on the Humber Parchment and the University of Guelph-Humber Transcript. An Area of Emphasis Declaration form must be submitted to the Academic Advisor prior to your 7th semester.

### **Finance – 2.5 credits (5 courses)**

- BADM\*3040 International Finance [F]
- BADM\*3090 Money, Banking & Finance [W]
- BADM\*3200 Business and Government [F]
- BADM\*4060 Investment Finance [F]
- BADM\*4070 Personal Financial Planning [F]
- BADM\*4080 Insurance & Risk Management [W]
- BADM\*4090 Portfolio Management [W]
- BADM\*4120 Business Consulting [W]
- BADM\*4370 History of Business [F]
- BADM\*4900 Independent Study in Business \*\*[S]
- BADM\*4360 *Negotiations in Business (Valid for Academic Calendars prior to 2010-11)*

### **Marketing – 2.5 credits (5 courses)**

- BADM\*3030 Direct Marketing [W]
- BADM\*3080 Professional Selling [F]
- BADM\*3200 Business and Government [F]
- BADM\*4040 E-Commerce [F]
- BADM\*4050 Marketing Research Project [W]
- BADM\*4120 Business Consulting [W]
- BADM\*4140 Event Management I [F/W]
- BADM\*4160 Event Management II [F/W]
- BADM\*4370 History of Business [F]
- BADM\*4390 Relationship Marketing [F]
- BADM\*4900 Independent Study in Business \*\*[S]
- BADM\*3070 *Sales, Promotion and Relationship Marketing (Not offered after W09)*
- BADM\*4360 *Negotiations in Business (Valid for Academic Calendars prior to 2010-11)*

### **NEW \* Management – 2.5 credits (5 courses)**

- BADM\*3200 Business and Government [F]
- BADM\*3210 Case Studies in Business Management [F]
- BADM\*4100 Small Business Management [F]
- BADM\*4120 Business Consulting [W]
- BADM\*4140 Event Management I [F/W]
- BADM\*4160 Event Management II [F/W]
- BADM\*4370 History of Business [F]
- BADM\*4410 Managing Not-for-Profit Enterprise [F]
- BADM\*4420 Business Management Simulation [W]
- BADM\*4900 Independent Study in Business \*\*[S]
- BADM\*4360 *Negotiations in Business (Valid for Academic Calendars prior to 2010-11)*

### **International Business – 2.5 credits (5 courses)**

- BADM\*3040 International Finance [F]
- BADM\*3060 International Law [F]
- BADM\*3140 International Trade [W]
- BADM\*3200 Business and Government [F]
- BADM\*4120 Business Consulting [W]
- BADM\*4170 Asia Pacific – Regional [F]
- BADM\*4180 Latin America – Regional [W]
- BADM\*4190 Europe – Regional [W]
- BADM\*4370 History of Business [F]
- BADM\*4900 Independent Study in Business \*\*[S]
- BADM\*4360 *Negotiations in Business (Valid for Academic Calendars prior to 2010-11)*

### **Small Business Management – 2.5 credits (5 courses)**

- BADM\*3080 Professional Selling [F]
- BADM\*3200 Business and Government [F]
- BADM\*4100 Small Business Management [F]
- BADM\*4110 Planning a Small Business [W]
- BADM\*4120 Business Consulting [W]
- BADM\*4140 Event Management I [F/W]
- BADM\*4160 Event Management II [F/W]
- BADM\*4370 History of Business [F]
- BADM\*4390 Relationship Marketing [F]
- BADM\*4900 Independent Study in Business \*\*[S]
- BADM\*3070 *Sales, Promotion and Relationship Marketing (Not offered after W09)*
- BADM\*4360 *Negotiations in Business (Valid for Academic Calendars prior to 2010-11)*

### **Accounting – 2.5 credits (5 courses)**

- BADM\*3120 Intermediate Accounting I [W]
- BADM\*3130 Intermediate Accounting II [F]
- BADM\*3150 Managerial Accounting II [F]
- BADM\*4210 Advanced Financial Accounting [W]
- BADM\*4220 Taxation I [F]
- BADM\*4230 Taxation II [W]
- BADM\*4240 Auditing I [W]
- BADM\*4250 Accounting Theory [W]
- BADM\*4260 Auditing II [F]
- BADM\*4270 Auditing III [W]
- BADM\*4280 Advanced Managerial Accounting [W]
- BADM\*4380 Internal Control [W]

**NOTE:** \*\*BADM\*4900 Independent Study in Business - Research Paper must reflect Area of Emphasis.