

Program Outline

BUSINESS MANAGEMENT

CERTIFICATE

Business Management Certificate

(3 months of academic study)

As a graduate in this program you will gain strong skills in customer service, teamwork and communication. You will have a clear understanding of the requirements of the business environment and will build the confidence you need to undertake a variety of entry-level positions in a large range of industries.

Mandatory courses

Business Management
Business Communication
Business English

DIPLOMA

Business Management Diploma

(6 months of academic study)

Co-op Diploma In Management

(6 months of academic study
+ 6 months of co-op)

In only 6 months you will build your knowledge and skills in Management, Business Communication and Economics with options in International Trade, Business Law and Marketing. Our Co-op Diploma Program includes a six months business work experience where you can work in a local company.

Mandatory courses

Business Management
Business Communication
Business English
Leadership
Accounting 1, 2, 3
Economics (Micro or Macro)
Social Media Marketing
MS Excel

HONOURS DIPLOMA

Honours Diploma in Business Management with specialization in Business Management

(12 months of academic study)

Honours Co-op Diploma in Business Management with specialization in Business Management

(12 months of academic study
+ 12 months of co-op)

This diploma is designed to offer the widest range of possible career choices and opportunities in a variety of business disciplines. Students have the opportunity to specialize in Business Management, Marketing, International Trade, Hotel management or Applied Communication.

Mandatory courses

Business Management
Business Communication
Business English
Leadership
Accounting 1, 2, 3
Economics (Micro and Macro)
Social Media Marketing
MS Of ce Suite
Strategic Management
Canadian Business Law
Essentials of Marketing
Organizational Behaviour
Financial Management
Entrepreneurship
Sales and Marketing