

# BUSINESS

**Program:** BUSG

**Credential:** Ontario College Diploma, Co-op

**Delivery:** Full-time

**Work Integrated Learning:** 2 Co-op Work Terms

**Length:** 4 Semesters, plus 2 work terms

**Duration:** 2 Years

**Effective:** Fall 2019, Winter 2020, Summer 2020

**Location:** Barrie

## Description

For students interested in managing people or processes, Georgian's two-year, Co-op, Business program provides a solid foundation in the basics of business. Studies in economics, accounting, marketing, and human resources lay the foundation for a good start. Individual courses provide the student with the fundamental knowledge and skills required to get to work. This program can launch a career or can be a spring-board into further studies.

## Career Opportunities

Career opportunities include, but are not limited to, management trainee/manager, sales/sales management, personnel officer/manager in addition to entrepreneurial opportunities. Employers include banks, finance, trust and insurance companies, computer firms, government ministries and agencies, producers of consumer and industrial products, wholesalers, retailers, private companies and non-profit organizations.

## Program Learning Outcomes

The graduate has reliably demonstrated the ability to:

1. identify and discuss the impact of global issues on an organization's business opportunities by using an environmental scan;
2. apply principles of corporate sustainability, corporate social responsibility and ethics to support an organization's business initiatives;
3. use current concepts/systems and technologies to support an organization's business initiatives;
4. apply basic research skills to support business decision making;
5. support the planning, implementation and monitoring of projects;
6. perform work in compliance with relevant statutes, regulations and business practices;
7. explain the role of the human resource function and its impact on an organization;
8. use accounting and financial principles to support the operations of an organization;
9. describe and apply marketing and sales concepts used to support the operations of an organization;
10. outline principles of supply chain management and operations management;
11. outline and assess the components of a business plan;
12. develop strategies for ongoing personal and professional development to enhance work performance in the business field;
13. employ environmentally sustainable practices within the business environment;

14. apply basic entrepreneurial strategies to identify and respond to new opportunities.

## Practical Experience

Co-operative Education is a mandatory component of all Co-op programs at Georgian College; it has been designed as a process by which students integrate their academic education with work experience related to their programs of study. This integration affects much more than simply earning a salary, including the adjustment to the work environment and the development of professionalism. It also reinforces skills and theory learned during academic semesters, develops professional contacts, job knowledge and career path, improves human relations and communication skills, and promotes personal maturity and financial independence.

Students are requested to register, attend and participate in their scheduled co-operative education classes. These classes are scheduled for all first year students and are expected to be completed in order for students to proceed successfully to their first co-op work experiences. To ensure students are eligible to proceed onto any co-op work experience, students should refer to Promotional Status and Eligibility for Co-op as outlined in the College Calendar. Co-op policies and procedures can be located on our website:

[www.georgiancollege.ca/student-services/co-op-and-career-services/students-tab/](http://www.georgiancollege.ca/student-services/co-op-and-career-services/students-tab/) (<http://www.georgiancollege.ca/student-services/co-op-and-career-services/students-tab/>)

Georgian College follows the Co-operative Education guidelines set out by the Canadian Association for Co-operative Education (CAFCE) and Education at Work Ontario (EWO) by supporting the learning outcomes designed for the program specific graduate profile and curriculum as set out by the Ministry of Advanced Education and Skills Development.

## The Program Progression

### Fall Intake

- **Sem 1:** Fall 2019
- **Sem 2:** Winter 2020
- **Work Term 1:** Summer 2020
- **Sem 3:** Fall 2020
- **Work Term 2:** Winter 2021
- **Sem 4:** Summer 2021

### Winter Intake

- **Sem 1:** Winter 2020
- **Sem 2:** Summer 2020
- **Sem 3:** Fall 2020
- **Work Term 1:** Winter 2021
- **Sem 4:** Summer 2021
- **Work Term 2:** Fall 2021

### Summer Intake

- **Sem 1:** Summer 2020
- **Sem 2:** Fall 2020
- **Work Term 1:** Winter 2021
- **Sem 3:** Summer 2021

- **Work Term 2:** Fall 2021
- **Sem 4:** Winter 2022

## Articulation

A number of articulation agreements have been negotiated with universities and other institutions across Canada, North America and internationally. These agreements are assessed, revised and updated on a regular basis. Please contact the program co-ordinator for specific details if you are interested in pursuing such an option. Additional information can be found on our website at <http://www.georgiancollege.ca/admissions/credit-transfer/>

## Admission Requirements

OSSD or equivalent with

- Grade 12 English (C or U)
- any Grade 11<sup>1</sup> or 12 Mathematics (C, M, or U)

<sup>1</sup> Minimum of 60% in Grade 11 College or University level Mathematics (MBF3C or MCF3M)

Mature students, non-secondary school applicants (19 years or older), and home school applicants may also be considered for admission. Eligibility may be met by applicants who have taken equivalent courses, upgrading, completed their GED, and equivalency testing. For complete details refer to: [www.georgiancollege.ca/admissions/policies-procedures/](http://www.georgiancollege.ca/admissions/policies-procedures/) (<http://www.georgiancollege.ca/admissions/policies-procedures/>)

Applicants who have taken courses from a recognized and accredited post-secondary institution and/or have relevant life/learning experience may also be considered for admission; refer to the Credit Transfer Centre website for details:

[www.georgiancollege.ca/admissions/credit-transfer/](http://www.georgiancollege.ca/admissions/credit-transfer/) (<http://www.georgiancollege.ca/admissions/credit-transfer/>)

## Graduation Requirements

- 17 Program Courses
- 2 Communications Courses
- 2 Program Option Courses
- 3 General Education Courses
- 2 Co-op Work Terms

### Graduation Eligibility

To graduate from this program, the passing weighted average for promotion through each semester, from year to year, and to graduate is 60%. Additionally, a student must attain a minimum of 50% or a letter grade of P (Pass) or S (Satisfactory) in each course in each semester unless otherwise stated on the course outline.

### Program Tracking

Semester 1			Hours
Program Courses			
ACCT 1000	Financial Accounting Principles 1		42
BUSI 1001	Introduction to Organizational Behaviour		42
COMP 1003	Microcomputer Applications		42
MATH 1002	Mathematics of Finance		42
MKTG 1000	Introduction to Marketing		42
Communications Course			

Select 1 course from the communications list during registration.	42
Hours	252

#### Semester 2

Program Courses		
BUSI 2005	Customer Service	42
ECON 1000	Microeconomics	42
HURM 1000	Human Resources Management Foundations	42
LAWS 2000	Business Law	42
Communications Course		
Select 1 course from the communications list during registration.		42
General Education Course		
Select 1 course from the general education list during registration.		42
Hours		252

#### Semester 3

Program Courses		
ACCT 1003	Finance and Management Accounting	42
ECON 2000	Macroeconomics	42
MGMT 2001	Principles of Management	42
MGMT 2012	Introduction to Project Management	42
STAT 2000	Statistics 1	42
General Education Course		
Select 1 course from the general education list during registration.		42
Hours		252

#### Semester 4

Program Courses		
ENTR 2009	Entrepreneurship and Small Business	42
FNCE 2000	Business Finance	42
MGMT 2000	Production and Operations Management	42
General Education Course		
Select 1 course from the general education list during registration.		42
Program Option Courses		
Select 2 - 42 hour courses from the available list during registration. Contact the program co-ordinator for further details.		84
Hours		252
Total Hours		1008

#### Co-op Work Terms

			Hours
COOP 1008	Business Work Term 1 (Fall intake - occurs after Semester 2, Winter intake - occurs after Semester 3)		560
COOP 2024	Business General Work Term 2 (Fall intake - occurs after Semester 3, Winter intake - occurs after Semester 4)		560
Hours			1120
Total Hours			1120

## Graduation Window

Students unable to adhere to the program duration of two years (as stated above) may take a maximum of four years to complete their credential. After this time, students must be re-admitted into the program, and follow the curriculum in place at the time of re-admission.

*Information contained in College documents respecting programs is correct at the time of publication. Academic content of programs and courses is revised on an ongoing basis to ensure relevance to changing educational objectives and employment market needs. The college reserves the right to add or delete programs, options, courses, timetables or campus locations subject to sufficient enrolment, and the availability of courses.*