



Office Administration – General program

Second Career Applicants – September 2021 Intake

PROGRAM DETAILS

OCAS application fee: \$95.00 – Apply to Major OFAG	
Length: 2 Semesters	Hours per week: 18
Credential: Ontario College Certificate	Location: Owen Sound Campus
Graduation Requirements 8 Mandatory Courses 1 Optional Course 2 Communications Courses 1 General Education Courses https://www.georgiancollege.ca/academics/full-time-programs/office-administration-general-ofag/	

PROGRAM COSTS

Semester 1 (Fall 2021) Tuition + Compulsory Ancillary Fees	\$1,360.26 \$698.69
Semester 2 (Winter 2022) Tuition + Compulsory Ancillary Fees	\$1,360.26 \$382.71
Books for Year 1	*\$1,900.00

IMPORTANT DATES

Deposit due date	June 15, 2021
Last day to start	September 20, 2021
Balance of fees due	September 21, 2021
Semester Start/End	Fall Term: September 7, 2021 - December 17, 2021 Winter Term: January 10, 2022 - April 22, 2022
Study Weeks	Fall Term: October 25, 2021 - October 29, 2021 Winter Term: February 28, 2022 - March 4, 2022

ADDITIONAL INFORMATION

- A tuition deposit payment of \$250 is required in order to secure your seat and register for classes
- If your MTCU funding has not come through by the due date, you are responsible for making the minimum payment of \$250
- Second Career students who are approved under the Second Career program and who pay their deposit will not be charged the late fee provided the full fees are covered

*These costs are approximates only and are subject to change without notice

Contact information: secondcareer@georgiancollege.ca or 705.728.1968 x1575