

## Business & Management Programs

# Certificate in Business Management

offered at the Nanaimo and Cowichan campuses

### Certificate Program

#### Fee Category: I

**Note:** VIU also offers a Diploma in Business Administration and a Bachelor of Business Administration.

## The Program

The Certificate in Business Management (CBM) is offered as a full-time or part-time program. This Certificate program is designed to provide a firm foundation of business principles. Should you be entrepreneurial or curious about a career in business this could be your opportunity. By the end of this program the student will have a sound introduction to the key functional areas of business practice. Courses in the CBM are fully transferable to VIU's Bachelor of Business Administration undergraduate degree.

## Admission Requirements

- General admission requirements apply.
- Principles of Math 11, with min. "C+" or equivalent; Math 12 recommended (min. "C" grade).
- English 12 with min. "C" or equivalent.

## Start Date and Application Deadline

Subject to course availability, students may start this program in September or January. Some courses may also be available in the summer. Applications are accepted on an on-going basis.

## Program Outline

Courses	Credits
ACCT 100 (Financial Accounting I)	3
ECON 100 (Intro to Economics)	3
FNCE 130 (Intro to Finance)	3
MARK 160 (Intro to Marketing)	3
MGMT 192 (Principles of Management)	3
3 business elective credits* <i>or</i> , MATH 151** (Introductory College Algebra I)	3
9 business elective credits*	9
3 elective credits	3
<b>Total Credits</b>	<b>30</b>

\* Business electives are courses with the following prefixes:ACCT, ECON, FNCE, LAWW, MARK, MGMT, QUME.

\*\* MATH 151 (min. "C") will be accepted in place of three business elective credits, for students without Math 12 (min. "C").

**Note:** A minimum graduating GPA of 3.0 is required.

## Further Studies

The following are recommendations for students who wish to continue on to the Bachelor of Business Administration program.

- Consult with the BBA Advisor regarding elective choices.
- Students without Math 12 (min. "C") are required to take MATH 151 in place of a business elective.
- Computer competency or QUME 185 is required. For a detailed description of required computer skills refer to the Faculty of Management's Required Computer Competencies.
- ENGL 115, or ENGL 225 for students who have already taken ENGL 115, is recommended.

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