

Archived: August 11, 2020

## Business and Management Programs

# Certificate in Business Management

### Location Offered:

Cowichan, Nanaimo, Powell River

### Credential:

Certificate

## The Program

The Certificate in Business Management (CBM) is offered full-time or part-time, with some courses offered by video conference. 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.

## 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
Three business elective credits* or, MATH 151** - (Introductory College Algebra I)	3
Nine business elective credits*	9
Three 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 (minimum "C") will be accepted in place of three business elective credits, for students without Mathematics 12 (minimum "C").

**Note:** A minimum graduating GPA of 2.0 ("C") 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 Mathematics 12 (minimum "C"), but who have a C+ or better in Principles of Mathematics 11 can take MATH 151 (minimum "C") in place of a business elective, or Math 065 (minimum "C"). Students who have a "C+" or

better in Foundations of Mathematics 11 will need to take Math 065 (minimum "C").

- 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 - (University Writing and Research), or ENGL 204\* - (Business and Technical Writing) for students who have already taken ENGL 115, is recommended. *\* Students who have already completed ENGL 225 - (Business and Technical Writing) can still use this course in lieu of ENGL 204.*

## **Admission Requirements**

- General admission requirements apply.
- A minimum "C+" grade in one of Principles of Mathematics 11 or Foundations of Mathematics 11 or equivalent; Mathematics 12 recommended (minimum "C" grade).
- English 12 with minimum "C" or equivalent.

## **Start Date and Application Deadline**

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

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