

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

This planner guide is for program planning purposes only. Please refer to [myCap Schedule](#) for course schedules and course pre-requisites. It is the student's responsibility to always refer to the [Capilano University Calendar](#) for complete program requirements.

Program Requirements			
Course	Course Title	Course Credits	Grades
<b>First Year</b>			
ENGL 100	University Writing Strategies	3.00	
BADM 101	Management	3.00	
BADM 102	Quantitative Methods	3.00	
BADM 106	Organizational Behaviour	3.00	
BADM 107	Business Law I	3.00	
BCPT 123	Business Computing Basics	3.00	
BMKT 161	Marketing	3.00	
CMNS 220	Advanced Business Writing and Editing	3.00	
ECON 111	Principles of Microeconomic Theory	3.00	
	Select 3.00 credits from: o BFIN 141 Introductory Accounting I (3.00) o BFIN 193 Compressed Introductory Financial Accounting (3.00)  <i>[Note: Students planning to concentrate in accounting should take either BFIN 141 and 142, or BFIN 193 in First Year.]</i> <i>[Note: Students cannot receive credit for BFIN 141 or BFIN 142 and also get credit for BFIN 193 towards this credential.]</i>	3.00	
<b>Second Year</b>			
BADM 201	Business Information Systems	3.00	
BADM 204	Introduction to Strategic Management	3.00	
BADM 210	Business Statistics	3.00	

BFIN 241	Finance for Managers	3.00	
IBUS 255	Cross-Cultural Business	3.00	
	<i>Select 9.00 credits of Business Electives at the 100-, 200-, 300-Level from the prefixes below, or ECON 210.</i> BADM: Business Administration BCPT: Business Computing BFIN: Business Finance BMKT: Business Marketing ECON 210 Money and Banking IBUS: International Business and Logistics RMCP: Retail Marketing	3.00	
		3.00	
		3.00	
	See Note #1 6.00 credits from <u>Approved</u> Breadth Electives list at 100-Level or higher	3.00	
		3.00	
<b>Total <u>Diploma</u> program credits:</b>		<b>60.00</b>	

<b>Third Year</b>			
BADM 302	Human Resources Management	3.00	
ECON 112	Principles of Macroeconomic Theory	3.00	
	<i>Select 3.00 credits from:</i> o BFIN 244 Managerial Accounting o BFIN 341 Cost Accounting I  <i>[Note: Students are restricted to credit for only one of BFIN 244 or BFIN 341 towards this credential. Students in the Accounting Concentration must take BFIN 341.]</i>	3.00	
	See Note #1 6.00 credits of <u>Approved</u> Breadth Electives list at 100-Level or higher	3.00	
		3.00	

	<p><i>See Note #2 Select 9.00 credits of Core Courses at 300-Level from:</i></p> <ul style="list-style-type: none"> <li>o BADM 301 Operations Management</li> <li>o BADM 305 Leadership</li> </ul>	3.00	
	<ul style="list-style-type: none"> <li>o BADM 310 Quantitative Methods III</li> <li>o BADM 318 Project Management</li> <li>o BFIN 321 Fundamentals of Investment</li> <li>o BFIN 342 Cost Accounting II</li> <li>o BFIN 347 Financial Accounting III</li> <li>o BMKT 315 e-Business Analysis and Administration</li> <li>o BMKT 360 Marketing Research</li> <li>o BMKT 364 Consumer Behaviour</li> </ul>	3.00	
	<ul style="list-style-type: none"> <li>o ECON 207 Managerial Economics</li> <li>o IBUS 321 International Business</li> <li>o IBUS 340 International Trade and Law</li> </ul>	3.00	
<b>Fourth Year</b>			
BADM 460	<i>See Note #2</i> Business and Society	3.00	
BADM 470	<i>See Note #2</i> Business Policy and Strategy	3.00	
		3.00	
	<p><i>See Note #2 Select 18.00 credits of Business Electives at the 300- or 400-Level from the prefixes below, or ECON 210:</i></p>	3.00	
	BADM: Business Administration	3.00	
	BCPT: Business Computing	3.00	
	BFIN: Business Finance	3.00	
	BMKT: Business Marketing	3.00	
	ECON 210 Money and Banking	3.00	
	IBUS: International Business and Logistics	3.00	
	SABA: Study Abroad - Business Admin	3.00	
		3.00	

	<p><i>See Note #2</i> Select 6.00 credits of Core Courses at 400-Level from:</p> <ul style="list-style-type: none"> <li>o BADM 465 Management Decision Making</li> <li>o BADM 466 Managing Change</li> <li>o BADM 475 Negotiation Skills</li> <li>o BFIN 411 Advanced Financial Accounting</li> <li>o BFIN 412 Assurance &amp; Auditing II</li> <li>o BFIN 431 Advanced Management Accounting</li> </ul>	3.00	
	<ul style="list-style-type: none"> <li>o BFIN 486 Intermediate Personal Finance</li> <li>o BMKT 401 Applied Marketing Methods</li> <li>o BMKT 405 Marketing Projects in Industry</li> <li>o BMKT 408 Product Development</li> <li>o IBUS 405 Applied Projects in Supply Chain and Logistics</li> <li>o IBUS 434 Advanced Topics in Cross-Cultural Business</li> <li>o IBUS 440 Advanced Topics in International Business</li> </ul>	3.00	
	<p><i>See Note #1</i> 6.00 credits of <u>Approved</u> Breadth Electives list at 300-Level or higher</p>	3.00	
		3.00	
<b>Total <u>Degree</u> program credits:</b>		<b>120.00</b>	

Students may obtain a Concentration by completing 15.00 credits in one of the following areas:

*Note: Students wishing to obtain multiple concentrations should note that each concentration requires 15.00 unique Upper Level credits from those listed below.*

Concentrations:	6.00 Credits	3.00 Credits	6.00 Credits
<input type="checkbox"/> <b>Accounting Concentration:</b>	BFIN 342 (3) BFIN 347 (3)	Select <b>3.00</b> credits from: BFIN 331 (3) BFIN 350 (3) BFIN 351 (3)	Select <b>6.00</b> credits from: BFIN 411 (3) BFIN 412 (3) BFIN 431 (3)
<input type="checkbox"/> <b>Business Information Management and Analytics Concentration:</b>	BCPT 305 (3) BADM 318 (3)	BCPT 330 (3)	BCPT 404 (3) BCPT 420 (3)
<input type="checkbox"/> <b>Financial Planning Concentration:</b>	BFIN 351 (3) BFIN 386 (3)	BFIN 321 (3)	BFIN 451 (3) BFIN 486 (3)
<input type="checkbox"/> <b>Human Resource Management Concentration:</b>	BADM 305 (3) BADM 318 (3)	Select <b>3.00</b> credits from: BADM 303 (3) BADM 307 (3) BADM 329 (3) BADM 335 (3) BADM 382 (3)	Select <b>6.00</b> credits from: BADM 465 (3) BADM 466 (3) BADM 475 (3)
<input type="checkbox"/> <b>International Business and Logistics Concentration:</b>	IBUS 321 (3) IBUS 341 (3)	Select <b>3.00</b> credits from: IBUS 340 (3) IBUS 357 (3) IBUS 358 (3) BFIN 353 (3)	Select <b>6.00</b> credits from: IBUS 405 (3) IBUS 434 (3) IBUS 440 (3)
<input type="checkbox"/> <b>Marketing Concentration:</b>	BMKT 360 (3) BMKT 364 (3)	Select <b>3.00</b> credits from: BMKT 316 (3) BMKT 365 (3) BMKT 366 (3) BMKT 367 (3) BMKT 369 (3) IBUS 357 (3)	Select <b>6.00</b> credits from: BMKT 401 (3) BMKT 405 (3) BMKT 408 (3)

## Comments:

- Students starting this program from September 2020 onwards are able to use this program planner. If you started the program before this term, please contact Academic Advising for an appropriate program planner or you may refer to [Capilano University Academic Calendar](#) for your program profile requirements.

Note: Students planning to concentrate in accounting should take either BFIN 141 and 142, or BFIN 193 in First Year.

Note: Students cannot receive credit for BFIN 141 or BFIN 142 and also get credit for BFIN 193 towards this credential.

Note: Students are restricted to credit for only one of BFIN 244 or BFIN 341 towards this credential (students in the Accounting Concentration must take BFIN 341).

[See Note #1](#) **Approved Breadth Elective List**

Unless specific exclusions\* are listed, all 100-Level or higher courses of 3 credits or more outside of the School of Business are eligible.

- The School of Business courses are: BADM, BCPT, BFIN, BMKT, BTEC, IBUS, INMA, NABU, RMCP and SABA.
- Within the School of Business, only BADM 321, BADM 322, BADM 323, BADM 324, BADM 325 are eligible as Breadth Elective.

### \*Exclusions:

Faculty of Arts & Sciences:	none
Faculty of Business & Professional Studies:	CMNS 100, 131, 133, 152, 154, 159, 174, 305;
	LAW 101;
	LGAO 100;
	LGST 116, 124
Faculty of Education, Health & Human Development:	CLSC 101;
	EAP (limited to maximum of 3 credits): EAP 100 (min. B+) or EAP 101 (min. B+);
	HCA 110
Faculty of Fine & Applied Arts:	AEM 145, 247
Faculty of Global & Community Studies:	PADM 204, 205, 207, 210, 306;
	REC: all excluded except REC 152, 252;
	TOUR: all excluded except TOUR 104, 111, 120, 135, 151, 220, 221, 227, 232, 306, 307, 326, 331, 341, 342, 343, 344, 356, 360, 373, 400, 404, 416, 423, 451, 455, 456, 457

See Note #2 Students **must** complete the following courses at Capilano University:

- BADM 460 and BADM 470,
  - 6 credits (2 courses) of 400-level Core Courses, and
  - 18 credits (6 courses) of 300- and/or 400-Level Business Electives and/or 300-Level Core Courses.
- **Quantitative/Analytical Requirement:** A Quantitative/Analytical course (3 credits) is a requirement of all University baccalaureate degrees as per [Credential and Course Criteria](#).

Quantitative/Analytical Elective Course:	<input type="checkbox"/> BADM 102 (3)
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- **Residency Requirement:** Students transferring to Capilano University must complete a minimum of 50% of their program course credits at Capilano University, the majority of which will normally fulfill the requirements of their final years of study.
- **Graduation Requirement:** A *minimum CGPA of 2.00* (calculated on all program required courses) must be achieved to graduate from all Capilano University credentials. Programs may have additional graduation requirements as approved by the University Senate.

- **Cap Core Requirement:** Students starting in their baccalaureate degree on or after Fall 2018 and graduating on or after June 2022 must meet Cap Core graduation requirements in addition to their program requirements. Please visit the Cap Core website and individual program pages for detailed requirements. List of Cap Core courses can be accessed here – [Cap Core](#).

Foundation (6 credits)	
Foundation - <b>Literacy</b>	<input type="checkbox"/> ENGL 100 (3)
Foundation - <b>Numeracy</b>	<input type="checkbox"/> BADM 102 (3)
Integration (18 credits)	
Integration - <b>Culture and Creative Expression</b>	<input type="checkbox"/>
Integration - <b>Science and Technology</b>	<input type="checkbox"/> BADM 210 (3)
Integration - <b>Self and Society</b>	<input type="checkbox"/> BADM 106 (3)
Integration Elective <ul style="list-style-type: none"> <li>○ Culture and Creative Expression</li> <li>○ Science and Technology</li> <li>○ <b>Self and Society</b></li> </ul>	<input type="checkbox"/> BADM 107 (3)
Integration Elective <ul style="list-style-type: none"> <li>○ Culture and Creative Expression</li> <li>○ Science and Technology</li> <li>○ <b>Self and Society</b></li> </ul>	<input type="checkbox"/> ECON 111 (3)
Integration Elective <ul style="list-style-type: none"> <li>○ Culture and Creative Expression</li> <li>○ Science and Technology</li> <li>○ <b>Self and Society</b></li> </ul>	<input type="checkbox"/> IBUS 255 (3)
Professional Practice (6 credits)	
Professional Practice - <b>Capstone</b>	<input type="checkbox"/> BADM 460 (3)
Professional Practice - <b>Experiential</b>	<input type="checkbox"/>