Business Administration Certificate

CAPILANO UNIVERSITY

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**
BADM 101	Management	3.00	
	Select 3.00 credits from: o CMNS 152 Business Communications Basics (3.00) o ENGL 100 University Writing Strategies (3.00)	3.00	
	Select 6.00 credits from: o BADM 102 Quantitative Methods (3.00) o BADM 106 Organizational Behaviour (3.00) o BADM 107 Business Law I (3.00)	3.00	
	o BADM 268 Entrepreneurship/Small Business Management (3.00) o BFIN 141 Introductory Accounting I (3.00) or o BFIN 193 Compressed Introductory Financial Accounting (3.00) o BMKT 161 Marketing (3.00)	3.00	
	Select 6.00 credits of Business Electives at the 100-, 200-. 300-Level from the prefixes below, or RMCP 172 & 173, or RMCP 181: BADM Business Administration BCPT Business Computing	3.00	
	BFIN Business Finance BMKT Business Marketing IBUS International Business and Logistics RMCP 172 & RMCP 173 RMCP 181 Strategic Retail Buying	3.00	
	Total <u>Certificate</u> program credits:	**18.00**	

Comments:

- Students starting this program from September 2019 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.

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

- Students may get credit for only one of BFIN 244 or BFIN 341 towards this credential.

- **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.