- Curriculum Planner -
B154 - Business Administration: Human Resources with Work Experience
Start Date: 2022 – 2023

SEMESTER 1		
Course Code	Courses (Mandatory)	Pre-requisite
BUS1038	Business Concepts I	NONE
COMM1007	College English	NONE
COMP1010	Business Computer Applications I	NONE
HRM1029	Principles of Human Resource Management I	NONE
MARK1020	Principles of Marketing I	NONE
MATH1008	Math for Business & Management I	NONE

SEMESTER 2		
Course Code	Courses (Mandatory)	Pre-requisite
ACCT1036	Principles of Accounting	NONE
BUS1040	Project Management	NONE
COMM1034	Professional Communications I	COMM1007
HRM2004	Human Resources Info Systems	HRM1029 & COMP1010
HRM1030	Principles of Human Resource Management II	HRM1029
MATH1095	Math for Business & Management II	MATH1008

SEMESTER 3		
Course Code	Courses (Mandatory)	Pre-requisite
ACCT2031	Managerial Accounting	ACCT1036
HRM2002	Training & Development**	HRM1030
PSY1129	Organizational Behaviour	NONE
STAT1012	Business Statistics	MATH1095
CMMK1087	Human Skills	NONE
HRM2003	Recruitment and Selection	HRM1030
BUS1000	Work Experience Prep Course	COMM1007 & 3.0 GPA

SEMESTER 4		
Course Code	Courses (Mandatory)	Pre-requisite
ECON1034	Introduction to Economics	NONE
HRM2021	Compensation	HRM1029
HSAF1001	Workplace Health & Safety	HRM1030
LAW1006	Employment and Human Rights Law	HRM1030
STS1037	Career Planning & Development	NONE
Select One General Education Elective		

SEMESTER 5		
Course Code	Courses (Mandatory)	Pre-requisite
HRM2027	Coaching for Effective Performance Management **	HRM1029
HRM2023	Labour Relations	HRM1030
HRM2031	People Analytics	HRM1030
Select Two Business Elective		
Select One General Education Elective		

SEMESTER 6		
Course Code	Courses (Mandatory)	Pre-requisite
HRM2005	Human Resources Planning	HRM1030
HRM2028	Training Design & Delivery**	HRM2002
HRM3005	International Human Resources Management	HRM1029
Select Two Business Electives		
Select One General Education Elective		

Note: Students interested in pursuing a degree program are recommended to take Microeconomics and/or Macroeconomics as a Business Elective.

Note: Our applicable HR courses have been approved by The Human Resources Professional Association of Ontario (HRPA) and students may choose to pursue an HRPA designation offered by them.

CENTRE FOR BUSINESS

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In order to graduate from the **B154 program**, you need to complete **37 courses: 30** Mandatory courses, **4** Business Electives, **3** General Education Electives and complete **2** Work Experience terms. Work Experience term can be Coop, Internship, Simulation, Consulting, or Research projects.

Depending on the results of your placement tests, you may be required to take COMM1000 (Introduction to College Communication) before progressing to COMM1007. Similarly, you may be required to take MATH1027 (Business Math with Remediation) before progressing to MATH1008. COMM1000 and MATH1027 do not count towards the **37** courses required for graduation, and **you will be charged for these extra courses**. Please speak to the Business Office staff if you need any assistance.

General Education Courses (Semester Four, Five, and Six): You must complete 3 General Education courses chosen from at least **2** of the following categories: Social Sciences (GSSC), Arts and Humanities (GHUM) or Science and Technology (GSCI).

You are required to make up any failed or dropped courses before you are eligible to graduate. You can make up these courses during the day, and some are offered in the evening through Continuing Education. Please check with the Business Office staff to ensure that the continuing education courses are equivalent to what is taught in the full-time program. Note that some courses may not be offered in every semester. Our staff can assist you in any special timetable requirements you may have.

Business Electives (Semester Five and Six):

Course Code	Business Electives	Pre-requisite
BUS1041	Small Business Management	**BUS1038**
BUS1044	Business Law	**None**
BUS1084	Payroll Compliance Legislation ***	**None**
BUS1085	Payroll Fundamentals 1 ***	**BUS1084**
BUS1086	Payroll Fundamentals 2 ***	**BUS1085**
BUS3015	Applied Business Planning	**ACCT2031, MARK1020, MATH1008 & HRM1030**
CMMK1114	Business Research & Report Writing	**COMM1034**
CMMK1127	The Business Media in Canada	**COMM1034**
CMMK1156	Talking Business	**COMM1034**

Course Code	Business Electives	Pre-requisite
COMP1113	Principles of E-Business	**COMP1010**
COMP1115	Business Computer Applications II	**COMP1010**
ECON1031	Microeconomics	**None**
ECON1032	Macroeconomics	**None**
HRM2030	Field Based Advanced Coaching	**HRM2027 and by interview only**
MARK2053	Negotiation Skills	**NONE**
MGMT2026	The Successful Project Manager	**BUS1040**
MGMT4009	Operations Management	**MATH1008**

**Training & Development Stream (TDS)

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Upon successful completion of the courses below which are part of the Training and Development stream, students may choose to pursue the Certified Training and Development Professional Designation (CTDP) offered through The Institute of Performance and Learning.

Course Code	Courses	Pre-requisite
HRM2002	Training & Development	**HRM1030**
HRM2028	Training Design & Delivery	**HRM2002**
HRM2027	Coaching for Effective Performance Management	**HRM1029**

*** Payroll Practitioner Stream

The Payroll Practitioner Stream (PPS) is an optional stream for students interested in gaining additional knowledge and practical experience in the area of Payroll Administration. Upon successful completion of the Payroll Practitioner Stream, students may choose to pursue the Payroll Compliance Practitioner (PCP) designation offered through The National Payroll Institute (NPI).

Course Code	Courses	Minimum Grade for CPA	Pre-requisite
BUS1084	Payroll Compliance Legislation*	65% (C)	**None**
BUS1085	Payroll Fundamentals 1*	65% (C)	**BUS1084**
ACCT1036	Principles of Accounting	65% (C)	**None**
BUS1086	Payroll Fundamentals 2*	65% (C)	**BUS1085**

*Additional costs through the National Payroll Institute are required.