

# BUSINESS ADMINISTRATION - RETAIL PROGRAM (WITH WORK EXPERIENCE) (B163) (SUSPENDED)

<b>PROGRAM NAME</b>	<b>Business Administration – Retail</b>	<b>TUITION</b>	\$4,170.00 * †
<b>COURSE CODE</b>	<b>B163</b>	<b>ADDITIONAL COST</b>	
<b>SCHOOL</b>	<b>School of Management</b>		
<b>CENTRE</b>	<b>Business</b>		
<b>LOCATION</b>	<b>St. James Campus</b>		* Amounts listed are the total of tuition, materials, student service and ancillary fees for the first two semesters of programs starting in Fall <b>2018</b> . Fees are subject to change for programs starting in Fall 2019 and at later dates.
<b>DURATION</b>	<b>3 years (6 semesters in class, 2 semesters work experience)</b>		
<b>FIELD EDUCATION</b>	<b>Work Experience (Co-op or Internship) Required</b>		†This program includes 2 Work Experience semesters. The tuition fee for this program does NOT include the cost of Work Experience semesters. The first Work Experience fee of \$450 covers the cost of the Work Experience Preparation course and the first Work Experience semester. There is an additional fee of \$450 for the second Work Experience semester.
<b>STARTING MONTH</b>	<b>September</b>		
<b>CREDENTIAL</b>	<b>Ontario College Advanced Diploma</b>		
<b>YEAR OF STUDY</b>	<b>2019-2020</b>		<b>International students:</b> Visit the International Fees and Related Costs <sup>2</sup> page for more information.
<b>METHOD OF STUDY</b>	<b>FT</b>		
<b>APPLY TO</b>	<b>Ontario Colleges<sup>1</sup></b>		

The **Business Administration – Retail (with work experience)** advanced diploma program prepares students with the knowledge and skills to work in areas such as store design, merchandising initiatives, logistics, inventory, security planning and plan-o-gramming.

Graduates may choose to work for a large multinational company, national store chain, small chain or individual store outlet; take over a family operation; or open their own location or virtual storefront. This three-year program provides the student with the tools to grow within their chosen company to a number of positions related to retail functions.

This learning experience will enable graduates to demonstrate:

- Plans and strategies to support a retail environment (physical and online) including retail marketing, logistics and store design
- Development of a business plan
- Assessment of marketing and sales concepts and strategies and the application of them to the needs of the organization
- Application of human resource practices to support management objectives and the organizations
- Performance of work in compliance with relevant statutes, regulations and business practices

This Centre for Business<sup>3</sup> program (B163) is part of our School of Management<sup>4</sup> and is offered **with Work Experience**. Students wishing to apply for Business Administration – Retail **without** work experience<sup>5</sup> should apply to B123<sup>6</sup>.

## FIELD EDUCATION OPTIONS

### WORK EXPERIENCE (CO-OP OR INTERNSHIP) WORK TERM

This program requires the successful completion of two semesters of work experience to graduate. This work experience is either Co-op (paid) or internship (unpaid). Either one will give you the practical experience employers value.

George Brown works with employers and industry partners to identify potential work experience opportunities. Students are also strongly encouraged to pursue self-directed industry work experience to provide valuable learning experiences that meet the learning outcomes of the program. This work experience can in turn be added to your resume.

In addition to on-the-job work experience, George Brown College endeavours to provide field education opportunities with real world challenges and clients. Find out more about field education<sup>7</sup> at the Centre for Business.

### PROGRAM STANDARDS AND LEARNING OUTCOMES

The graduate has reliably demonstrated the ability to:

1. Evaluate the impact of global issues on an organization's business opportunities by using an environmental scan.
2. Apply principles of corporate sustainability, corporate social responsibility and ethics to support an organization's business initiatives.
3. Assess and use current concepts/systems and technologies to support an organization's business initiatives.
4. Conduct and present research to support business decision making.

5. Plan, implement and evaluate projects by applying project management principles.
6. Perform work in compliance with relevant statutes, regulations and business practices.
7. Apply human resource practices to support management objectives and the organization's goals.
8. Use accounting and financial principles to support the management and operations of an organization.
9. Assess marketing and sales concepts and strategies and apply them to the needs of an organization.
10. Outline principles of supply chain management and operations management and assess their impact on the operations of an organization.
11. Participate in the development of a business plan.
12. Develop strategies for ongoing personal and professional development to enhance work performance in the business field.
13. Outline strategies used to manage risks in an organization's business activities.

## REQUIRED COURSES

In order to graduate from the **B163 program**, you need to complete **37 courses**: **31** Mandatory courses, **3** Business Electives, and **3** General Education Electives. For the **B163 program** you need to take an additional course, the Work Experience Prep Course (BUS 1000) in semester 3, and complete **2** Work Experience (Coop or Internship) Terms.

Depending on the results of your placement tests, you may be required to take COMM 1003 (English Skills) or CESL 1003 (English Skills-ESL) before progressing to COMM 1007. Similarly, you may be required to take MATH1027 (Business Math with Remediation) before progressing to MATH 1138. COMM1003/CESL 1003 and MATH 1027 do not count towards the 36 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 Three, Four, Five, and Six):** You must complete **4** General Education courses. **1** mandatory ("Successful Social Relations" - GHUM 1087) and **3** 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 classes 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. Please note that some courses may not be offered in every semester. Our staff can assist you in any special timetable requirements you may have.

## SEMESTER 1

Code	Courses	Pre-requisite
BUS 1038	Business Concepts I	NONE
COMM 1007	College English	NONE
COMP 1010	Business Computer Applications I	NONE
HRM 1008	Fundamentals of Human Resources	NONE
MARK 1020	Principles of Marketing I	NONE
MATH 1008	Math for Business & Management	NONE

## SEMESTER 2

Code	Courses	Pre-requisite
ACCT 1036	Principles of Accounting	NONE
BUS 1040	Project Management	NONE
COMM 1034	Professional Communication I	COMM 1007
COMP 1115	Business Computer Applications II	COMP 1010
MGMT 2037	Retail Management	MARK 1020
PSY 1129	Organizational Behaviour	NONE

## SEMESTER 3

Code	Courses	Pre-requisite
MARK 1002	Professional Selling	MARK 1020
MGMT 1034	Retail Management	MARK 1020
MGMT 2036	Customer Service	MARK 1020
MGMT 4009	Operations Management	MATH 1138
STAT 1012	Business Statistics	MATH 1138
GHUM 1087	Successful Social Relations	NONE
BUS 1000	Work Experience Prep Course*	COMM 1007 & 3.0 GPA

\* This course is mandatory only for students taking the Work Experience Option (B163).

## SEMESTER 4

Code	Courses	Pre-requisite
ACCT 2031	Managerial Accounting	ACCT 1036
BUS 1041	Small Business Management	BUS 1038
BUS 1044	Business Law	NONE
STS 1037	Career Planning and Development	NONE
MGMT 3013	Shopper Research	MARK 1020
<b>Select One General Education Elective</b>		

## SEMESTER 5

Code	Courses	Pre-requisite
ECON 1032	Macroeconomics	NONE
MGMT 1020	Management Decision Making	MGMT 4009 & ACCT 2031
MGMT 2040	Retail Logistics	MGMT 1034
MATH 1138	Retail Math	MATH 1008
<b>Select One Business Elective</b>		
<b>Select One General Education Elective</b>		

## SEMESTER 6

Code	Courses	Pre-requisite
MGMT 3022	Omni-Channel	MGMT 1034
MGMT 3021	Retail Computer Simulation	Successful Completion of Semester 5
MGMT 3012	Store Design	MGMT 1034
<b>Select Two Business Electives</b>		
<b>Select One General Education Elective</b>		

List of General Education Electives

## ELECTIVES

### BUSINESS ELECTIVES

Code	Courses	Pre-requisite
CMMK 1114	Business Research & Report Writing	COMM 1034
CMMK 1127	The Business Media in Canada	COMM 1034
COMP 1113	Principles of E-Business I	COMP 1010
MARK 2053	Negotiation Skills	NONE
HRM 2027	Coaching for Effective Performance Management	HRM 1008
ECON 1021	Environmental Economics	ECON 1031 or ECON 1032 or ECON 1034
CMMK 1156	Talking Business	COMM 1034
MGMT 3014	Field Based Advanced Coaching	HRM 2027 and by interview only
MGMT 3015	Quality Improvement through Lean/Six Sigma	NONE
BUS 3015	Applied Business Planning	MARK 1020, ACCT 2031, MATH 1008 & HRM 1008

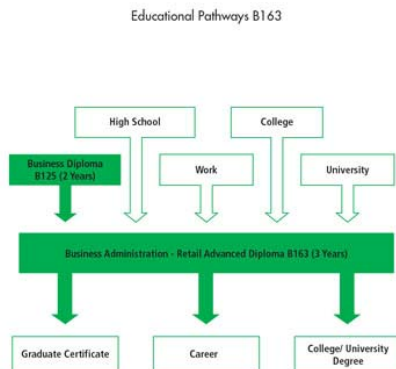
## YOUR CAREER

You will be prepared for a variety of administrative and management positions in the retail industry including store environment, online environment or corporate office. Positions may include:

- Buying Assistant
- Inventory Analyst
- Plan-o-grammer
- Retail Web Designer
- Store Designer
- Retail Logistics Specialist

## FUTURE STUDY OPTIONS

For information on future study options, see [georgebrown.ca/transferguide](http://georgebrown.ca/transferguide).



## ADMISSION REQUIREMENTS

Applicants are selected on the basis of their academic achievement, including the required courses, and any other selection criteria outlined below.

- Ontario Secondary School Diploma or equivalent\*\*
- Grade 12 English (C or U)
- Grade 11 Math (M or U) or Grade 12 (C or U)

### \*\* MATURE STUDENT STATUS (19 YEARS OF AGE OR OLDER AND NO OSSD)

Mature Students may take the Admissions Assessment<sup>8</sup> for English and Math, OR may consider upgrading to achieve the credit(s) needed in English<sup>9</sup> and Math<sup>10</sup>.

Please note that George Brown is committed to ensuring that applicants will succeed in their program of choice and meeting the minimum requirements does not guarantee admission to the program. Applicants may be required to have grades higher than the minimum requirements stated.

## COURSE EXEMPTIONS

Some college and university credits may qualify you for exemptions. Please visit [georgebrown.ca/transferguide](http://georgebrown.ca/transferguide) for more information.

## ENGLISH LANGUAGE PROFICIENCY

Proficiency in English communications is necessary for success in this program.

Please visit [georgebrown.ca/englishproficiency](http://georgebrown.ca/englishproficiency) for more details.

## INTERNATIONAL (VISA) STUDENTS

Visit the International Admissions<sup>11</sup> page for more information.

## CONTACT US

### DOMESTIC STUDENTS ADMISSIONS

For inquiries about domestic admission requirements, admission deadlines, or the admissions process, please contact the Admissions Office at [admissions@georgebrown.ca](mailto:admissions@georgebrown.ca) or visit the Admissions web page.

### INTERNATIONAL STUDENT ADMISSIONS

For inquiries about international admission requirements, permits and visas, accommodations, or anything specific to international students, please contact the International Centre at [International@georgebrown.ca](mailto:International@georgebrown.ca) or visit George Brown International.

Phone: (416) 415-5000 ext. 2115

### FINANCIALS/FEEES

For inquiries about OSAP, Bursaries, Scholarships and other financial inquiries, please contact the Financial Aid Office at [FinAid@georgebrown.ca](mailto:FinAid@georgebrown.ca) or visit the Financial Aid web page.

### ENTRY ADVISING

For advice on the various program options and which program might be best suited for you, make an appointment to see an Entry Advisor. Please review these frequently asked questions or choose to book your appointment using the link provided.

#### 1. **Book online:**

Complete and submit the Client Intake Form

#### 2. **Book by phone:**

Entry Advisor: (416) 415-5000, Ext 2949 Toll Free:  
1-800-265-2002 TTY: 1-877-515-5559

## CENTRE FOR BUSINESS

For questions regarding programs at the Centre for Business or if you require more information, please do not hesitate to contact us. Our knowledgeable staff are available to assist you.

For general inquiries, please contact the Centre for Business:

Email: [business@georgebrown.ca](mailto:business@georgebrown.ca) Phone: (416) 415-5000 ext. 2160

## INFORMATION SESSIONS

For program specific information and to meet faculty, sign up to attend an information session

## BUSINESS ADMINISTRATION – RETAIL (B123/163)

For inquiries related to this program (for example, course-specific information) please contact the Co-ordinator:

**Mario Pascucci**, Program Co-ordinator

**Email:** [mpascucc@georgebrown.ca](mailto:mpascucc@georgebrown.ca)

**Elizabeth Speers**, Director, Centre for Business

**Email:** [espeers@georgebrown.ca](mailto:espeers@georgebrown.ca)

## VISIT OUR CAMPUS

This program is offered out of our School of Management<sup>18</sup> and classes take place at our St. James Campus<sup>19</sup>, mainly at 200 King St. E.<sup>20</sup>, and 290 Adelaide St. E.<sup>21</sup>, Toronto, ON, Canada.

**On-campus information sessions** are held on a regular basis. Come and have your questions answered. Learn about the program content and career options, meet your friendly professors and staff, and experience what it is like to be in a George Brown College classroom. Sign up<sup>22</sup> for an upcoming session.

**Campus tours** are offered on a regular basis. Sign up<sup>23</sup> today! You can also check out our virtual tour<sup>24</sup>.

## LINKS REFERENCE

<sup>1</sup><https://collegeapply.ontariocolleges.ca/?collegeCode=GBTC&programCode=B163&lang=en>

<sup>2</sup><http://www.georgebrown.ca/international/futurestudents/tuitionfees/>

<sup>3</sup><http://www.georgebrown.ca/business/>

<sup>4</sup><http://www.georgebrown.ca/business/management/>

<sup>5</sup><http://www.georgebrown.ca/programs/business-administration-retail-program-b123/>

<sup>6</sup><http://www.georgebrown.ca/programs/business-administration-retail-program-b123/>

<sup>7</sup>[http://www.georgebrown.ca/business/learning\\_environment/](http://www.georgebrown.ca/business/learning_environment/)

<sup>8</sup><http://www.georgebrown.ca/assessment/admi-pre/>

<sup>9</sup><http://www.georgebrown.ca/upgrading-credits/english-diploma/>

<sup>10</sup><http://www.georgebrown.ca/upgrading-credits/math-diploma/>

<sup>11</sup><http://www.georgebrown.ca/international/futurestudents/applynow/>

<sup>12</sup><http://www.georgebrown.ca/admissions/>

<sup>13</sup><http://www.georgebrown.ca/international/>

<sup>14</sup><http://www.georgebrown.ca/financialaid/>

<sup>15</sup>[http://www.georgebrown.ca/entry\\_advising\\_faq.aspx](http://www.georgebrown.ca/entry_advising_faq.aspx)

<sup>16</sup><http://www.georgebrown.ca/advising/contactform/>

<sup>17</sup>[http://www.georgebrown.ca/info\\_sessions.aspx](http://www.georgebrown.ca/info_sessions.aspx)

<sup>18</sup><http://www.georgebrown.ca/business/management/>

<sup>19</sup><http://www.georgebrown.ca/campuses/st-james/>

<sup>20</sup><https://www.google.com/maps/place/George+Brown+College/@43.650962,-79.3724126,17z/data=!3m1!4b1!4m5!3m4!1s0x0:0x2a2d39cb9b79ac42!8m2!3d43.650962!4d-79.3702239>

<sup>21</sup><https://www.google.com/maps/place/George+Brown+College/@43.6519459,-79.3722555,17z/data=!3m1!4b1!4m5!3m4!1s0x0:0x975fd3a1900dc061!8m2!3d43.6519459!4d-79.3700668>

<sup>22</sup>[http://www.georgebrown.ca/business\\_infosessions/](http://www.georgebrown.ca/business_infosessions/)

<sup>23</sup>[http://www.georgebrown.ca/campus\\_tours/](http://www.georgebrown.ca/campus_tours/)

<sup>24</sup><http://vt.georgebrown.ca/business>

*George Brown College is continually striving to improve its programs and their delivery. The information contained in this calendar is subject to change without notice. It should not be viewed as a representation, offer or warranty. Students are responsible for verifying George Brown College admission, graduation, and fee requirements as well as any requirements of outside institutions, industry associations, or other bodies that may award additional designations concurrently with, or after completion of, a George Brown College program.*