

Program Roadmap: Is this program right for you?

About You

- You are interested in getting an overview of a range of key business areas from HR to Accounting.
- You have excellent English communications skills (oral and written).
- You have top-notch math skills.
- You are excited by analytics, statistics and details.



Are you ready?

- To do qualitative research and analysis (that means math is required).
- To deliver clear written reports and engaging presentations.
- To commit to spending as much time preparing for class as you spend in class.
- To work regularly in groups with your peers.

Did you know?

- Finding work experience is a competitive process. Be prepared to apply yourself.

Chart Your Path Success

	1 st Year (or Semester 1+2)	2 nd Year (or Semester 3+4)	3 rd Year (or Semester 5+6)
Academic Experience	<ul style="list-style-type: none"> • 12 required courses • Plus any additional courses required based on placement test results* 	<ul style="list-style-type: none"> • 12 required courses • 1 general elective • Includes: Work Experience (co-op/internship) 	<ul style="list-style-type: none"> • 2 required courses • 8 business electives • 2 general electives • Includes: Work Experience (co-op/internship)
Industry Connections	<ul style="list-style-type: none"> • Attend industry conferences in your field of interest and other events. • Attend George Brown career fairs and take advantage of guest speakers from industry and professional accreditation bodies. • A chance to attend or participate in Enactus¹ – community-based entrepreneurial projects – at any stage in your education at George Brown. <p>External Accreditation: Forum for International Trade Training² (FITT) offers Certified International Trade Professional (CITP) accreditation.* See their website for details.</p>		
Preparation Tips	<ul style="list-style-type: none"> • Register on STU-VIEW³ for your in-person English and Math placement tests and for your courses. • Follow companies/trends in your field of interest on social media. • Set up your georgebrown.ca email. This is how the college will keep in touch with you. • Get your student ID card. It gives you access to many college services and activities, including the Library Learning Commons. • Apply for financial aid and scholarships. 		

*Extra fees may apply

Other Services

The [Current Student](#)⁴ page has information about available services and activities including: [Athletics](#)⁵ (including clubs & recreation), [Student Life](#)⁶ activities (including the [Student Leadership Academy](#)⁷), [Counselling](#)⁸, [Accessible Learning Services](#)⁹, [Library Learning Commons](#)¹⁰, [tutoring](#)¹¹, [peer coaching](#)¹², [technical support](#)¹³ and more.



Still unsure?

We can help you find the program that's right for you.

Contact an Entry Advisor at 416-415-5000, ext. 2949 or collegeadvisor@georgebrown.ca.

Book an appointment using the [Entry Advising Client Intake Form¹⁶](#).

For inquiries related to B155 contact Program Co-ordinator:
Mario Pascucci mpascucc@georgebrown.ca or
Robert Ruggieri rruggieri@georgebrown.ca.



Program Highlights

- Students get hands-on, project-based experience working with real clients on real projects.
- Faculty and peer math tutoring is embedded in select courses.

About Us

- Our goal is to give you the foundational experience you need to gain entry-level access to the world of business administration.
- Our faculty of business experts is augmented by alumni speakers and industry networking opportunities.
- Located in downtown Toronto, with access to hundreds of local and international businesses, George Brown College offers broad exposure to the Canadian marketplace.

What's Next

Graduates are prepared for a variety of administrative and management positions in a broad range of employment settings. Graduates of the program have found employment as:

- Assistant Manager
- Customer Service Representative
- Financial Services Representative
- Project Manager
- Project Coordinator
- Sales Associate

Want more training?

For information on future study options, see georgebrown.ca/transferguide.

Need career support?

Jump-start your job search with [Career Services¹⁴](#) and [Career Coach¹⁵](#).

The Career Services centre offers support to students before, during and after their studies.

- Identify your strengths and develop your career skills.
- Use our online tools and interactive workshops to build your resume, cover letter and interview skills.
- Work one-on-one with a Career Advisor to start your career development.

Links Reference

- ¹<http://enactus.ca/>
- ²<https://fittfortrade.com/>
- ³<http://stuviview.georgebrown.ca/>
- ⁴<https://www.georgebrown.ca/current-students/>
- ⁵<https://www.georgebrown.ca/athletics/>
- ⁶<https://www.georgebrown.ca/studentlife/>
- ⁷<https://www.georgebrown.ca/studentleadershipacademy/>
- ⁸<https://www.georgebrown.ca/current-students/counselling/>
- ⁹<https://www.georgebrown.ca/accessible-learning-services/>
- ¹⁰<https://www.georgebrown.ca/llic/>
- ¹¹<https://www.georgebrown.ca/tlc/>
- ¹²<https://www.georgebrown.ca/peerconnect/>
- ¹³<https://www.georgebrown.ca/llic/technology/techhelp/>
- ¹⁴<https://www.georgebrown.ca/careerservices/>
- ¹⁵<https://georgebrown.emsic.com/?radius=@ion=Toronto>
- ¹⁶<https://www.georgebrown.ca/advising/contactform/>
- ¹⁷<https://www.facebook.com/georgebrowncollege>
- ¹⁸<http://www.twitter.com/GBCollege>
- ¹⁹<http://www.instagram.com/gbcollege/>
- ²⁰<http://www.youtube.com/user/georgebrowncollege>
- ²¹<https://www.georgebrown.ca/mobileapps/>

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