

2014-2015 Guelph-Humber Calendar

The information published in this University of Guelph-Humber Calendar outlines the rules, regulations, curricula, programs and fees for the 2014-2015 academic year, including Summer Semester 2014, Fall Semester 2014 and Winter Semester 2015.

For your convenience the Guelph-Humber Calendar is available in PDF format.

If you wish to link to the Guelph-Humber Calendar please refer to the Linking Guidelines.

The University of Guelph is a full member of:

- The Association of Universities and Colleges of Canada

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Disclaimer

University of Guelph-Humber 2014

The information published in this Calendar outlines the rules, regulations, curricula, programs and fees for the 2014-2015 academic year, including the Summer Semester 2014, the Fall Semester 2014, and the Winter Semester 2015.

The University reserves the right to change without notice any information contained in this calendar, including fees, any rule or regulation pertaining to the standards for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs. The publication of information in this calendar does not bind the University to the provision of courses, programs, schedules of studies, or facilities as listed herein.

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In the event of a discrepancy between a print version (downloaded) and the Web version, the Web version will apply.

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Introduction

Collection, Use and Disclosure of Personal Information

Personal information is collected under the authority of the University of Guelph Act (1964), and in accordance with Ontario's Freedom of Information and Protection of Privacy Act (FIPPA) <http://www.e-laws.gov.on.ca/index.html>. This information is used by University officials in order to carry out their authorized academic and administrative responsibilities and also to establish a relationship for alumni and development purposes. Certain personal information is disclosed to external agencies, including the Ontario Universities Application Centre, the Ministry of Training, Colleges and Universities, and Statistics Canada, for statistical and planning purposes, and is disclosed to other individuals or organizations in accordance with the Office of Registrarial Services Departmental Policy on the Release of Student Information. For details on the use and disclosure of this information call the Office of Registrarial Services at the University at (519) 824-4120 or see <http://www.uoguelph.ca/registrar/registrar/index.cfm?index>.

Statistics Canada - Notification of Disclosure

For further information, please see Statistics Canada's web site at <http://www.statcan.ca>.

Address for University Communication

Depending on the nature and timing of the communication, the University may use one of these addresses to communicate with students. Students are, therefore, responsible for checking all of the following on a regular basis:

Email Address

The University issued email address is considered an official means of communication with the student and will be used for correspondence from the University. Students are responsible for monitoring their University-issued email account regularly. See Section I--Statement of Students' Academic Responsibilities for more information.

Home Address

Students are responsible for maintaining a current mailing address with the University. Address changes can be made by completing a Notice of Change of Address form, from Registrarial Services.

Name Changes

The University of Guelph is committed to the integrity of its student records, therefore, each student is required to provide either on application for admission or on personal data forms required for registration, his/her complete, legal name. Any requests to change a name, by means of alteration, deletion, substitution or addition, must be accompanied by appropriate supporting documentation.

Student Confidentiality and Release of Student Information Policy Excerpt

The University undertakes to protect the privacy of each student and the confidentiality of his or her record. To this end the University shall refuse to disclose personal information to any person other than the individual to whom the information relates where disclosure would constitute an unjustified invasion of the personal privacy of that person or of any other individual. All members of the University community must respect the confidential nature of the student information which they acquire in the course of their work.

Complete policy at <http://www.uoguelph.ca/policies>.

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Bachelor of Business Administration - Diploma in Business Administration

The Business Administration program is of an interdisciplinary nature drawing, on appropriate courses in the humanities and social sciences. The program is designed to give students a broad exposure to the basic business disciplines (e.g. economics, accounting, finance, marketing etc) and a sound professional management education while allowing students to focus on specific industry sectors by selecting an "area of emphasis" in the upper two years of study. The early semesters are devoted to instruction in the basic disciplines while the later semesters are devoted to more professional studies.

Students are required to complete 13.00 core business credits, 5.00 "restricted electives" and 2.00 general elective credits in order to be eligible for graduation. Students must complete these requirements in order to be eligible to graduate with both the university honours degree (awarded by the University of Guelph) and the college diploma (awarded by Humber). No option exists to graduate with only one of the above listed credentials as the program is fully integrated.

Conditions for Graduation

In addition to meeting all program specific course and credit requirements, students must have a minimum 60% cumulative average in order to be eligible for graduation. Students will not normally be eligible to graduate while on Probationary status or Required to Withdraw status. A student denied graduation while on Probationary status or Required to Withdraw status may submit a request for Academic Consideration to the Academic Review Sub-Committee.

Areas of Emphasis

International Business

Studies in this area focus on conducting business within the global economy and include courses in International Trade, International Law, and the business practices of Asia Pacific, Europe, and Latin America. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared.

Finance

This area of emphasis provides students with an understanding of money-management and financial management practices. Courses include Investment Finance, Personal Financial Planning, and Portfolio Management. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared.

Accounting

The courses in accounting will allow students to gain a deeper understanding of accounting practices and the various practical skills required in the field. Accounting courses include Managerial Accounting, Taxation, and Auditing. The Institute of Chartered Accountants of Ontario (ICAO) recognizes the University of Guelph-Humber's accounting courses as having the 51 credit hours required for CA candidacy. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared. Students wishing to obtain a CGA, CMA or CA designation should consult with the designating bodies as well as the Business Program Advisor, regarding which courses are required.

Marketing

Students will apply knowledge of the business world to explore how product, price, promotion, and distribution frameworks are used to satisfy consumer needs and achieve organizational objectives. Courses include Professional Selling, E-Commerce, and an applied Marketing Research Project. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared.

Management

The management area of emphasis is designed to equip students with a theoretical and practical understanding of the challenges involved in running enterprises of various kinds. Students learn about the management of large and small businesses, for-profit and not-for-profit organizations, as well as the concepts and techniques relevant to the execution of special events and the provision of management consulting services. Within this area, students also have the opportunity of putting the practice of management into historical context and acquiring insight into the interactions between business and government. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared.

Small Business Management and Entrepreneurship

Students will explore crucial strategies for initiating and maintaining a successful small business in today's marketplace. The range of courses include Business Consulting, Event Management, and Planning a Small Business. In order to obtain recognition for an area of emphasis, students must take at least 3.00 credits from the listing in that area. Only one area of emphasis can be declared.

Schedule of Studies

Note: All courses are weighted 0.50 credits unless noted otherwise.

Semester 1

AHSS*1000	[0.50]	Microeconomics
BADM*1100	[0.50]	Business Communications
BADM*1010	[0.50]	Business Law
BADM*1030	[0.50]	Accounting I
BADM*1040	[0.50]	Marketing

Semester 2

AHSS*1010	[0.50]	Macroeconomics
AHSS*1030	[0.50]	Introduction to Organizational Behaviour
BADM*1020	[0.50]	Business Information Systems
BADM*1060	[0.50]	Accounting II
SCMA*1000	[0.50]	Business Statistics

Semester 3

BADM*2000	[0.50]	Human Resources Management
BADM*2010	[0.50]	Managerial Accounting
BADM*2020	[0.50]	Consumer Behaviour
SCMA*2000	[0.50]	Quantitative Methods in Business
0.50 elective		

Semester 4

BADM*2030	[0.50]	Advertising in Business
BADM*2050	[0.50]	Ethics and Values in Business
BADM*2060	[0.50]	Business Logistics
1.00 electives or (0.50 elective and 0.50 restricted electives if in Accounting)		

Semester 5

BADM*3000	[0.50]	Finance
BADM*3110	[0.50]	Entrepreneurial Studies
SCMA*3010	[0.50]	Research Methods in Business
0.50 electives		
0.50 restricted electives		

Semester 6

BADM*3160	[0.50]	Corporate Finance
BADM*4360	[0.50]	Negotiation in Business
1.50 restricted electives		

Semester 7

BADM*4000	[0.50]	Business Policy
BADM*4200	[0.50]	Project Management
1.50 restricted electives		

Semester 8

BADM*4340	[0.50]	Leadership in Business
BADM*4400	[0.50]	Applied Business Study
1.50 restricted electives or 1.00 restricted electives and 0.50 general electives, if in Accounting		

Restricted Electives

International Business

BADM*3040	[0.50]	International Finance
BADM*3060	[0.50]	International Law
BADM*3140	[0.50]	International Trade
BADM*3200	[0.50]	Business and Government
BADM*4120	[0.50]	Business Consulting
BADM*4170	[0.50]	Asia Pacific - Regional
BADM*4180	[0.50]	Latin America - Regional
BADM*4190	[0.50]	Europe - Regional
BADM*4370	[0.50]	History of Business

Marketing

BADM*2040	[0.50]	Customer Service
BADM*3030	[0.50]	Direct Marketing
BADM*3080	[0.50]	Professional Selling
BADM*3200	[0.50]	Business and Government
BADM*4040	[0.50]	E-Commerce
BADM*4050	[0.50]	Marketing Research Project
BADM*4140	[0.50]	Event Management I
BADM*4160	[0.50]	Event Management II
BADM*4370	[0.50]	History of Business
BADM*4390	[0.50]	Relationship Marketing

Finance

BADM*3040	[0.50]	International Finance
BADM*3090	[0.50]	Money, Banking & Finance
BADM*3200	[0.50]	Business and Government
BADM*4060	[0.50]	Investment Finance
BADM*4070	[0.50]	Personal Financial Planning
BADM*4080	[0.50]	Insurance & Risk Management
BADM*4090	[0.50]	Portfolio Management

BADM*4370 [0.50] History of Business

Small Business Management & Entrepreneurship

BADM*3080 [0.50] Professional Selling
 BADM*3200 [0.50] Business and Government
 BADM*4100 [0.50] Small Business Management
 BADM*4110 [0.50] Planning a Small Business
 BADM*4120 [0.50] Business Consulting
 BADM*4140 [0.50] Event Management I
 BADM*4160 [0.50] Event Management II
 BADM*4370 [0.50] History of Business
 BADM*4390 [0.50] Relationship Marketing

Management

BADM*3200 [0.50] Business and Government
 BADM*3210 [0.50] Case Studies in Business Management
 BADM*4100 [0.50] Small Business Management
 BADM*4120 [0.50] Business Consulting
 BADM*4140 [0.50] Event Management I
 BADM*4160 [0.50] Event Management II
 BADM*4370 [0.50] History of Business
 BADM*4410 [0.50] Managing the Not-for-Profit Enterprise
 BADM*4420 [0.50] Business Management Simulation

Accounting

BADM*3120 [0.50] Intermediate Accounting I
 BADM*3130 [0.50] Intermediate Accounting II
 BADM*3150 [0.50] Managerial Accounting II
 BADM*4210 [0.50] Advanced Financial Accounting
 BADM*4220 [0.50] Taxation I
 BADM*4230 [0.50] Taxation II
 BADM*4240 [0.50] Auditing I
 BADM*4250 [0.50] Accounting Theory
 BADM*4260 [0.50] Auditing II
 BADM*4270 [0.50] Auditing III
 BADM*4280 [0.50] Advanced Managerial Accounting
 BADM*4380 [0.50] Internal Controls