

General Management Diploma (Business Management) Planning Form

Advisor: _____

Date: _____

Student Name: _____

This guide is for program planning purposes only. Please refer to [AccessCOTR](#) for course schedules and course pre-requisites. Courses are scheduled with the assumption that students are taking five courses a semester and completing the credential in the time expected. It is the student's responsibility to always refer to the Program Outline for complete program requirements

Program Requirements		Credits	Grade
Year 1			
	Select ONE from the following: <ul style="list-style-type: none"> COMC 101 Technical and Professional Writing ENGL 100 English Composition* 	3	
	Select ONE from the following: <ul style="list-style-type: none"> MATH 101 Finite Mathematics MATH 103 Differential Calculus MATH 111 Business Mathematics 	3	
ACCT 261	Introductory Financial Accounting 1	3	
ACCT 262	Introductory Financial Accounting 2	3	
COMC 102	Advanced Professional Communication	3	
COMP 154	Computer Applications in Business	3	
ECON 101	Microeconomics	3	
ECON 102	Macroeconomics	3	
MGMT 204	Principles of Management	3	
STAT 106	Statistics	3	
Total Certificate Credits		30	
Year 2			
ACCT 265	Managerial Accounting for Non-Accountants	3	
MGMT 212	Business Law	3	
MGMT 216	Organizational Behaviour	3	
MGMT 302	Human Resource Management	3	
MGMT 303	Business Ethics	3	
MGMT 316	Entrepreneurship & Small Business Management	3	
MGMT 411	Business Management Review	3	
MKTG 281	Principles of Marketing	3	
	Select 6 credits from any Business or University Arts or Science course except ACCT 263	3	
		3	
Total Diploma Credits		60	

* English 100 is recommended for students laddering into the Bachelor of Business Administration- Sustainable Business Practices

Prerequisites and Corequisites

- Courses with prerequisites must be completed before you start the course being studied
- Courses with co-requisites must be taken at the same time as the course being studied
- Prerequisites and course descriptions can be found at [Courses - College of the Rockies \(cotr.bc.ca\)](#)

Important information regarding your program can be found in the [Academic Calendar](#). You will want be familiar with:

- Graduation requirements
- Course information
- Time limits for completing a credential
- Other information specific to your program of choice.

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College of the Rockies courses are categorized below, this table is for general information. Not all course categories and codes are available to students in their program. Students are to refer to their program outline for their program requirements and are recommended to connect with an academic advisor with additional questions.

Arts- Humanities	Arts- Social Sciences	Sciences	Other Areas
Communications (COMC)	Anthropology (ANTH)	Astronomy (ASTR)	Business (ACCT, FINS, MGMT, MKTG)
Creative Writing (CRWT)	Criminology (CRIM)	Biology (BIOL)	Computer Technology (COMP)
English (ENGL)	Economics (ECON)	Chemistry (CHEM)	Recreation (RECR)
Fine Arts (FA)	Environmental Studies (ENST)	Computer Science (CSCIE)	Tourism (TOUR)
First Nations (FNST)	Health (HLTH)**	Computer Technology (COMP)	
French (FREN)	Human Service Worker (HSWR)***	Engineering (ENGR)	
History (HIST)	Indigenous Studies (INDG)	Environmental Science (ENSC)	
Ktunaxa (KTUN)	Kinesiology (KNES)*	Geography (GEOG)	
Philosophy (PHIL)	Political Science (POLI)	Geology (GEOL)	
Religious Studies (RELS)	Psychology (PSYC)	Kinesiology (KNES)*	
Spanish (SPAN)	Sociology (SOCI)	Mathematics (MATH)	
		Physics (PHYS)	
		Statistics (STAT)	

*Kinesiology (KNES) 102, 103, 104, 110, 163, 201, 202, 203, 204, 205, 206, 209, 270

**Health (HLTH) 104, 163, 205

***Human Service Worker (HSWR) 200, 201, 215. Human Service Worker satisfies the Associate of Arts at College of the Rockies but may not transfer to your institution of choice. Consult with the [BC Transfer Guide](#) before undertaking a course in this area.