DIPLOMA IN BUSINESS ADMINISTRATION WITH CO-OP

Build a solid foundation of the knowledge and skills needed for a career in Business Administration, including understanding how organizations work and how to assess and solve business problems.
This program includes courses in all areas of business, ranging from interpersonal communication to business analytics.

Campus
Vancouver,Toronto

Class Times
Evening classes
Monday – Thursday
6:10 PM – 10:10 PM
There is an extra 5-hour online component per week.

Program Length
Evening: 92 weeks (40 weeks in class + 12 reading weeks + 40 weeks of co-op)

Start Dates
2022 Evening: Jan 10, Mar 14, May 24, Aug 8, Oct 17

Reading weeks for 2022:
Mar 7 – Mar 11
May 9 – May 20
July 18 – Aug 5
Oct 3 – Oct 14
Dec 12 – Dec 30

2021 Fees
Lessons 15000$ - Descompte = 7500$
Material 750$
Registration 200$
Health 300$
Enrollment 2846$

TOTAL 11.596$
 Optional accomodation 245$ week

Working in Canada While You Study

Full-time students who qualify are permitted to work off-campus up to 20 hours per week during their study component.

Admission Requirements
· Educational Qualification: High School / Secondary School Diploma or higher education*
· Interview: Successful interview with an team member.
· English Proficiency: College English Advanced level 12 or IELTS Academic 5.0.

Co-op Work Experience
During the co-op term, you will practice the Business Administration knowledge you have learned in class and gain Canadian work experience. Co-op is also an opportunity to develop professional contacts within the industry and enhance students' résumés. Students are allowed to work full-time during the co-op component. Your work experience during the co-op term may include entry-level positions as:

- Sales Representatives
- Sales Ambassadors
- Retail Sales
- Marketing Assistants
- Office Administrators

Courses
Professional Communication
Working Across Cultures
Organizational Behaviour
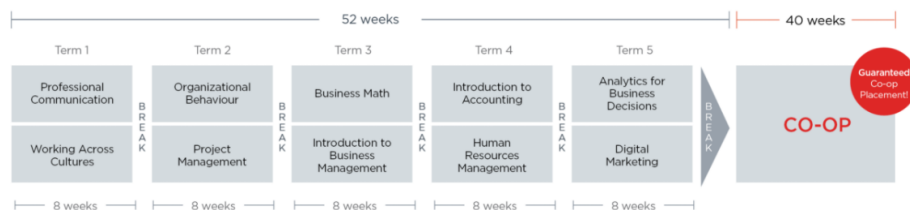Project Management
Business Math
Introduction to Accounting
Introduction to Business Management
Human Resources Management
Digital Marketing
Analytics for Business Decisions
CO-OP Work Experience

Learning Outcomes
By the end of this program, students will be able to:
- Demonstrate effective communication skills in oral, written, and graphic formats that fulfill the purposes of business activities.
- Apply a systematic and research-based approach to critical thinking, problem-solving, and decision-making skills.
- Demonstrate strategies for ongoing personal and professional development to enhance work performance in the business field.
- Assess and use current concepts, systems, and technologies to support business functions and initiatives.
- Perform administrative and project-based tasks required in the workplace.
- Demonstrate leadership and management skills to assist in the planning, directing, and operating of an organization.
- Apply principles of sustainability, social responsibility, and ethics to support an organization's initiatives.

IDee