

Student ID Number / Name:	
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This planner guide is for program planning purposes only. Please refer to [myCap Schedule](#) for course schedules and course pre-requisites. It is the student’s responsibility to always refer to the [Capilano University Calendar](#) for complete program requirements.

Program Requirements			
Course	Course Title	Course Credits	Grades
First & Second Year			
ENGL 100	University Writing Strategies	3.00	
BADM 101	Introduction to Management	3.00	
BADM 102	Quantitative Methods	3.00	
BADM 106	Organizational Behaviour	3.00	
BADM 107	Business Law I	3.00	
BCPT 123	Business Computing Basics	3.00	
BMKT 161	Introduction to Marketing	3.00	
CMNS 220	Advanced Business Writing and Editing	3.00	
ECON 111	Principles of Microeconomic Theory	3.00	
	Select 3.00 credits from the following list: <ul style="list-style-type: none"> o BFIN 141: Introductory Accounting I o BFIN 193: Compressed Introductory Financial Accounting <small>[Note: Students planning to concentrate in accounting should take either BFIN 141 and 142, or BFIN 193 in First Year.]</small> <small>[Note: Students cannot receive credit for BFIN 141 or BFIN 142 and also get credit for BFIN 193 towards this credential.]</small>	3.00	
BADM 201	Business Information Systems	3.00	
BADM 204	Introduction to Strategic Management	3.00	
BADM 210	Business Statistics	3.00	

Course	Course Title	Course Credits	Grades
BFIN 241	Finance for Managers	3.00	
IBUS 255	Cross-Cultural Business	3.00	
	Select 9.00 credits of Business Electives at the 100-, 200-, 300-level from the prefixes below, or ECON 210:	3.00	
	o BADM: Business Administration, o BCPT: Business Computing, o BFIN: Business Finance, o BMKT: Business Marketing, o ECON 210: Money and Banking, o IBUS: International Business and Logistics, o RMCP: Retail Marketing	3.00	
	[Note: Students are restricted to credit for only one of BFIN 244 or BFIN 341 towards this credential (students planning to take the Bachelor of Business Administration Accounting Concentration must take BFIN 341).]	3.00	
	See Note #1 6.00 credits of <u>Approved</u> Breadth Electives at 100-level or higher	3.00	
		3.00	
Total <u>Diploma</u> program credits:		60.00	

Comments:

- Students starting this program from January 2022 onwards are able to use this program planner. If you started the program before this term, please contact Academic Advising for an appropriate program planner or you may refer to [Capilano University Academic Calendar](#) for your program profile requirements.
- **Note:** Students planning to concentrate in accounting should take either BFIN 141 and BFIN 142, or BFIN 193 in First Year. Students cannot receive credit for BFIN 141 or BFIN 142 and also get credit for BFIN 193 towards this credential.
- **Note:** Students are restricted to credit for only one of BFIN 244 or BFIN 341 towards this credential (students planning to take the Bachelor of Business Administration Accounting Concentration must take BFIN 341).
- **Residency Requirement:** Students transferring to Capilano University must complete a minimum of 50% of their program course credits at Capilano University, the majority of which will normally fulfill the requirements of their final years of study.
- **Graduation Requirement:** A *minimum CGPA of 2.00* (calculated on all program required courses) must be achieved to graduate from all Capilano University credentials. Programs may have additional graduation requirements as approved by the University Senate.
 - Check your cumulative Grade Point Average (cGPA) yourself using the [GPA Calculator](#) on CapU website.
- **Timeframe for Completion of the program and Graduation:** Students in a two-year program would be given five years to complete their program.

[See Note #1](#) **Approved Breadth Elective List**

Unless specific exclusions* are listed, all 100-level or higher courses of 3.00 credits or more outside of the School of Business are eligible.

- School of Business courses are BADM, BCPT, BFIN, BMKT, BTEC, BUES, IBUS, INMA, NABU, RMCP and SABA.

[See Note #1](#) ***Exclusions Chart:**

Faculty of Arts & Sciences:	none
Faculty of Business & Professional Studies:	CMNS 100, 131, 133, 152, 154, 159, 174, 305
	LAW 101
	LGAO 100
	LGST 116, 124
Faculty of Education, Health & Human Development:	CLSC 101
	EAP (limited to maximum of 3 credits): EAP 100 (min. B+) or EAP 101 (min. B+)
	HCA 110
Faculty of Fine & Applied Arts:	AEM 145, 247
Faculty of Global & Community Studies:	PADM 204, 205, 207, 210, 306
	REC: all excluded except REC 152, 252
	TOUR: all excluded except TOUR 104, 111, 120, 135, 151, 220, 221, 227, 232, 306, 307, 326, 331, 341, 342, 343, 344, 356, 360, 373, 400, 404, 416, 423, 451, 455, 456, 457