

# DIPLOMA IN BUSINESS ADMINISTRATION

## At a Glance

### Faculty

[www.kpu.ca/business/](https://www.kpu.ca/business/) (<https://www.kpu.ca/business/>)

### Area of Study:

[www.kpu.ca/business/](https://www.kpu.ca/business/) (<https://www.kpu.ca/business/>)

### Academic Level:

Undergraduate

### Credential Granted:

Diploma

### Start Date:

Fall (September)

Spring (January)

Summer (May)

### Intake Type:

- Open

### Minimum Credits Required:

60

### Curriculum Effective Date:

01-Sep-2015

## Description

The two-year diploma in Business Administration will provide graduates with foundational business and professional skills, a solid grounding in economics, and a foundation in calculus appropriate for advanced studies and/or research in economics, finance and operations. The program is designed to give graduates a developed portfolio of job-ready skills and a wide range of business principles and concepts to expand the graduate's career options.

## Requirements

### Admission Requirements

The Faculty's Admission Requirements, which consist of KPU's undergraduate English Proficiency Requirement (<https://calendar.kpu.ca/admissions/english-proficiency-requirements/>), apply to this program.

### Declaration Requirements

Students intending to graduate with this Melville School of Business diploma must declare the credential. At the time of declaration, the student must satisfy all of the following requirements:

- In good academic standing with the University
- Completion of a minimum of 15 credits of undergraduate coursework.

## Curricular Requirements

Students must complete a minimum of 60 credits that include the following:

Code	Title	Credits
<b>Business Foundation Courses</b>		
BUSI 1215	Organizational Behaviour	3
BUSI 2390	Business Law	3
BUSI 2405	Operations Management	3
BUSI 2425	Business Diploma Capstone	3
MRKT 1199	Introduction to Marketing	3
Select one of the following groups:		3-6
Group A		
ACCT 2293	Accelerated Introductory Financial Accounting	
Group B <sup>1</sup>		
ACCT 1110	Introductory Financial Accounting I	
ACCT 1210	Introductory Financial Accounting II	
Select one of the following:		3
ACCT 3320	Cost and Management Accounting I <sup>2,3</sup>	
FNSR 3350	Securities Analysis <sup>4</sup>	
<b>Breadth Education Courses</b>		
CBSY 2205	Management Information Systems	3
CMNS 1140	Introduction to Professional Communication	3
ECON 1150	Principles of Microeconomics	3
ECON 1250	Principles of Macroeconomics	3
ECON 2350	Intermediate Microeconomics	3
ENGL 1100	Introduction to University Writing	3
MATH 1140	Calculus I (Business Applications) <sup>5</sup>	3
Select one of the following:		3
ECON 2210	Money and Banking	
ECON 2260	Environmental Economics	
ECON 2280	Labour Economics	
ECON 2255	Globalization in an Economic Framework	
Select one of the following:		3
ENGL 1202	Reading and Writing About Selected Topics: An Introduction to Literature	
ENGL 1204	Reading and Writing About Genre: An Introduction to Literature	
PHIL 1100	General Introduction to Philosophy	
PHIL 1110	Introduction to Moral Philosophy	
PHIL 1145	Critical Thinking	
Select one of the following:		3
BUQU 1230	Business Statistics	
CRIM 2103	Quantitative Data Analysis I	
MATH 1115	Statistics I	
PSYC 2300	Applied Statistics	
SOCI 2365	Introduction to Social Research Statistics	
STAT 2342	Introduction to Statistics for Business	
Select two breadth electives from Courses numbered 1100 or higher in any area of study except ACCT, BUSI, ENTR, HRMT, or MRKT.		6

Select one General Elective from Courses numbered 1100 or higher in any area of study. 3

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**Total Credits** **60-63**

- <sup>1</sup> Students who choose Group B may allocate the 3 credits earned from ACCT 1210 to the general elective credit requirement, and they should be aware that these 6 credits might only transfer as 3 credits. Students wishing to transfer should consult the BC Transfer Guide. (<http://www.bctransferguide.ca>)
- <sup>2</sup> Students wishing to transfer should take ACCT 3320 or consult the BC Transfer Guide (<http://www.bctransferguide.ca>) to determine which course to complete.
- <sup>3</sup> Students wishing to enrol in a KPU BBA in Accounting should take ACCT 3320.
- <sup>4</sup> Students wishing to enrol in a KPU BBA in ENTR, HRMT or MRKT should take FNSR 3350 . FNSR 3350 is recommended for students pursuing a career in the financial industry.
- <sup>5</sup> MATH 1140 may be replaced with MATH 1120 or MATH 1130, though MATH 1140 is strongly recommended. Students wishing to transfer should consult the BC Transfer Guide. (<http://www.bctransferguide.ca>)

## Credential Awarded

Upon successful completion of this program, students are eligible to receive a **Diploma in Business Administration**.