



Get the skills employers want.

## Graduate Diploma and Graduate Certificate in Business Administration

[concordia.ca/gdba](http://concordia.ca/gdba)



Located in vibrant downtown Montreal, Concordia University's John Molson School of Business is a world-renowned business school in a next-generation university.



“The GDBA was an extremely interesting learning experience for me because of how multi-faceted the curriculum was. Each class was unique and engaging, forcing you to focus on different strengths. This made me evolve as a student, but also prepared me for the work environment because each day presented a new challenge. The extracurricular activities and services allowed me to network outside of the classroom. I came out feeling much more equipped to launch my professional career.”

Daniel Powell, GDBA,  
BSc Biology  
Therapy Coordinator at  
AmerisourceBergen

## Get the skills employers want

JMSB's Graduate Certificate (GCBA) and Diploma in Business Administration (GDBA) introduce students to key business concepts and help students acquire business skills that will help them become more efficient and effective managers and administrators.

Both programs offer a flexible course schedule, with daytime and evening classes, as well as some online options.

### GDBA

30 credits: 10 courses, 3 credits each

The GDBA helps students acquire the fundamental business skills they need to complement their undergraduate degree and advance in their career. Students gain a solid understanding of functional areas within an organization and appreciate how they interrelate.

The GDBA can be completed in three semesters (one year full-time, or two or more years, part-time).

#### Diploma core courses:

- GDBA 530 Business Data Analytics
- GDBA 531 Professional Business Skills
- GDBA 532 Accounting
- GDBA 533 Managing People in Organizations
- GDBA 534 Marketing Management
- GDBA 535 Finance
- GDBA 536 Operations Management
- GDBA 537 Managerial Economics
- GDBA 538 Strategic Management
- GDBA 595 Elective Course\*

#### Elective Courses\*:

- Business Law
- e-Marketing
- Project Management
- Entrepreneurship

\* Elective courses may vary

### GCBA

15 credits: 5 courses, 3 credits each

The GCBA is for candidates seeking a short and focused business program introducing key business concepts. Students gain a good understanding of the functional areas within an organization.

The GCBA can be completed in two or three semesters. It is not open to international students.

#### Certificate Core Courses

- GDBA 530 Business Data Analytics
- GDBA 531 Professional Business Skills
- GDBA 532 Accounting
- GDBA 533 Managing People in Organizations
- GDBA 534 Marketing Management

#### Admission criteria

- An undergraduate degree in any field from a recognized university, with a minimum GPA of 2.7/4.3 or B- average or equivalent
- Submission of:
  - A statement of purpose
  - Two detailed letters of reference
  - A current resume (curriculum vitae)
  - TOEFL iBT minimum score 95 or IELTS Academic, minimum score 7.0 – if applicable.

### Features and benefits

- Expand the range of your career opportunities
- Develop business communication and presentation skills
- Acquire in-demand business skills
- Flexible schedule
- No prior work experience, no GMAT required

### Who is it for?

- Recent university graduates with a bachelor's degree in any discipline
- Professionals looking to advance their career
- New immigrants looking for a Canadian qualification to complement their previous university education

### Did you know?

- In 2016, 88% of our GDBA/GCBA graduates were gainfully employed within three months of graduation
- GDBA/GCBA graduates work in a wide variety of industries, such as government, education/training, media, IT/telecommunications/electronics and retail/sales

Source: JMSB June 2017 convocation exit survey

### Our students

The GCBA and GDBA programs welcome more than 200 students each year. They come from a diverse range of backgrounds and most earned an undergraduate degree in a discipline other than business.

### Beyond the classroom

Our students have many opportunities to connect with business and community partners through extra-curricular activities and events. Many of these organizations recruit and hire our graduates.

There are also student-organized events and clubs under the leadership of the John Molson Graduate Student Association (JMGSA) to help students establish and develop future working relationships.

### Career Management Services (CMS)

CMS supports all JMSB students and alumni in their careers, providing relevant resources to increase employability and build connections. Students have access to a dedicated graduate advisor to assist with strategic career planning. CMS also offers many career-building resources to help students become confident and ready for the job market.

### Studying in Montreal

Rated as the best student city in the world by QS (2017), Montreal is home to four universities, twelve colleges and more than 220,000 students.

Montreal is a start-up city where we take bold chances. Concordia incubates innovative ideas – fueling the city's creative engine and spark its knowledge economy. At JMSB, you engage with a fresh urban energy.

### State-of-the-art facilities

The school's cutting-edge facilities are located in the John Molson Building, the dynamic centre of Concordia's downtown campus. The building features

- 37,000-square-metre, 15-storey landmark
- Bright atriums, modern classrooms, networking spaces
- 300-seat auditorium, 6 amphitheatres, 2 basement levels linking to the neighboring buildings and metro system.
- LEED (Leadership in Energy and Environmental Design) Silver Certification

### World-class faculty

Our internationally-renowned faculty members are active and successful in the business world, imparting real-world knowledge in addition to theory in the classroom. Their work has been published in reviewed journals, pushing the boundaries of business research or they are holding senior positions on editorial boards.

### Tuition Fees

#### Graduate Diploma in Business Administration (GDBA)

	Full-Time	Part-Time
Canadian, Quebec	\$3,900*	\$4,500*
Canadian, non-Quebec	\$8,900*	\$9,400*
International	\$24,200*	N/A*

#### Graduate Certificate in Business Administration (GCBA)

	Full-Time	Part-Time
Canadian, Quebec	\$2,230*	\$2,250*
Canadian, non-Quebec	\$4,700*	\$4,700*

\*Approximate program costs at time of printing. Please note that tuition costs are subject to change.

### Application Deadlines

#### Graduate Diploma in Business Administration (GDBA)

Admission	Fall (Sept.)	Winter (Jan.)
Canadian / Permanent Resident	Jun. 1	Oct. 1
International	Mar. 1	Jun. 1

#### Graduate Certificate in Business Administration (GCBA)

Admission	Fall (Sept.)	Winter (Jan.)
Canadian / Permanent Resident	Jun. 1	Oct. 1



“ The GDBA program was instrumental to my landing a position after graduation and the practical skills I acquired have contributed to my success. In addition to excellent peer-to-peer learning, the benefits of the GDBA extend far beyond the classroom. Through extra-curricular groups I was able to contribute to Concordia in a concrete way while networking and learning from professors, industry leaders and students. In addition, the opportunities for workshops, networking, and career coaching through JMSB’s Career Management Services contributed to my great experience at JMSB. ”

Alessandra Willsher, GDBA, BA  
(Humanities and Creative Writing)

Brand Experience Specialist  
at Virgin Mobile Canada





### For in-person inquiries:

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“ JMSB is my home away from home. I felt supported before even arriving in Montreal! Moving to a new city can be lonely, but JMSB’s orientation programs and events made the transition so smooth! The GDBA taught me the basics of administration which my training as an engineer didn’t provide. Now I’m a successful, employed professional! Merci beaucoup JMSB! ”

Tanvi Kadukar, GDBA, BEng (CompSc)  
Sales Operations Coordinator at Nimonik  
Former GDBA Society President

### Thinking of starting your own business?

Our Graduate Certificate in Entrepreneurship is a five-course, 15-credit program that provides students with the skills, instruction and knowledge they need to produce a business plan, start their own business and become a self-employed professional.

Learn more at [concordia.ca/gce](https://concordia.ca/gce)