## Program Courses

### Core Courses (24 credits): All Certificate students must complete the following 8 courses:

- [ ] COMM 210
- [ ] COMM 212
- [ ] COMM 215
- [ ] COMM 217
- [ ] COMM 220
- [ ] COMM 222
- [ ] COMM 223
- [ ] COMM 225

### Business Elective Courses (6 credits): You must complete 6 business credits in consultation with an academic advisor.

- [ ]
- [ ]

## Additional Courses

You may also have to complete some or all of these additional courses prior to registering in the program courses, depending on the deficiencies indicated in your offer of admission.

- [ ] ECON 201
- [ ] ESL 202
- [ ] DESC 200
- [ ] MATH 208
- [ ] ECON 203
- [ ] ESL 204
- [ ] MATH 206
- [ ] MATH 209

## Sample First Year Schedule for Full-time Students

You may register for five courses per term, but we suggest a maximum of four courses in your first term.

- [ ] COMM 210
- [ ] COMM 212
- [ ] COMM 215
- [ ] COMM 217
- [ ] Elective*
- [ ] COMM 220
- [ ] COMM 222
- [ ] COMM 223
- [ ] COMM 225
- [ ] Elective*

- **You should register for courses in both Fall and Winter terms once you have access.**
- **Consult the Undergraduate Calendar and Class Schedule to plan your class schedule wisely.**
- **Consult the Registration Guide for help when choosing courses.**

*If required, the additional courses must be completed before the COMM courses.

## Important

- Academic advisors are available to help you make your class schedule, change your course load and plan your program progression; please call (514) 848-2424 ext 2721 or visit MB 4.201 to book an appointment.
### Foundation Courses (18 credits)
These required basic courses prepare you for university studies in business:

- MATH 208
- MATH 209
- ECON 201
- ECON 203
- DESC 200
- Non-JMSB elective

### Program Courses

**Core Courses (24 credits):** All Certificate students must complete the following 8 courses:

- COMM 210
- COMM 212
- COMM 215
- COMM 217
- COMM 220
- COMM 222
- COMM 223
- COMM 225

**Business Elective Courses (6 credits):** You must complete 6 business credits in consultation with an academic advisor.

- ________
- ________

### Additional Courses
You may also have to complete some or all of these additional courses prior to registering in the program courses, depending on the deficiencies indicated in your offer of admission.

- ESL 202
- ESL 204
- MATH 206

### Sample First Year Schedule for Full-time Students

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
<th>Important</th>
</tr>
</thead>
<tbody>
<tr>
<td>MATH 208 or 209</td>
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<td>- Foundation courses must be completed in your first year.</td>
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<td>DESC 200</td>
<td>COMM 212</td>
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<tr>
<td>Non-JMSB elective*</td>
<td>COMM 210*</td>
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*If required, the additional courses must be completed as early in the program as possible.

### Important

- Academic advisors are available to help you make your class schedule, change your course load and plan your program progression; please call (514) 848-2424 ext 2721 or visit MB 4.201 to book an appointment.
- If you are required to take ESL courses, up to 6 ESL credits may count toward your program.
# Program Planning Worksheet

**Certificate in Business Studies (60 credits)**  
2013-2014 Academic Year

## Foundation Courses (30 credits)
These required basic courses prepare you for university studies in business:

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
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*Complete this English course in your first year; level of English is determined by placement test at the Department of English.

## Program Courses

### Core Courses (24 credits): All Certificate students must complete the following 8 courses:

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### Business Elective Courses (6 credits): You must complete 6 business credits in consultation with an academic advisor.

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## Sample First Year Schedule for Full-time Students

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## Important

- Academic advisors are available to help you make your class schedule, change your course load and plan your program progression; please call (514) 848-2424 ext 2721 or visit MB 4.201 to book an appointment.
- If you are required to take ESL courses, up to 12 ESL credits may count toward your program. Even if ESL courses are not required, up to 6 ESL credits may count toward your program.