
61.140

PROGRAM OPTIONS FOR NON-BUSINESS STUDENTS

Courses Offered to Non-Business Students

Students enrolled in programs outside the John Molson School of Business may register for a maximum of six credits per term, up to a maximum of 30 credits offered by the School of Business. Students not registered in the John Molson School of Business, who wish to register in any courses offered by the School, but do not have the stated prerequisites, must obtain permission in writing from the Student Request Committee of the John Molson School of Business *prior to registration*. The Office of the Associate Dean reserves the right to deregister those students who do not adhere to academic regulations.

CERTIFICATE IN BUSINESS STUDIES

This program is not open to students registered in a program leading to an undergraduate degree. Students may transfer into the certificate program up to 12 credits earned in an incomplete degree or certificate program or as an Independent student, provided they are students in good standing. The credits that may be so transferred are determined by the University at the point of entry into the program.

**Admission
Requirements**

- a) Diploma of Collegial Studies or the equivalent; MATH 208, 209; ECON 201, 203; DESC 200
or
b) Mature students: MATH 208, 209; ECON 201, 203; DESC 200.
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Program

- 30 Certificate in Business Studies**
24 COMM 210, 212, 215, 217, 220, 222, 223 or 224, 225
6 additional credits from the John Molson School of Business chosen in consultation with an academic advisor.
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MINOR IN BUSINESS STUDIES

This program is not open to students registered in a program leading to an undergraduate degree in the John Molson School of Business.

NOTE: A GPA of 2.50 is required for entrance into this minor.

**Admission
Requirements**

MATH 208, 209; ECON 201, 203; DESC 200.

Program

- 30 Minor in Business Studies**
24 COMM 210, 212, 215, 217, 220, 222, 223 or 224, 225
6 additional credits from the John Molson School of Business chosen in consultation with an academic advisor.
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Program

MANAGEMENT ELECTIVE GROUP FOR NON-BUSINESS STUDENTS

This 15-credit elective group is available to students registered in undergraduate programs outside of the John Molson School of Business. Students choosing this elective group have the opportunity to add a business-oriented management component to their arts, science, engineering, or fine arts degrees.

15 Management Elective Group for Non-Business Students

- 6 MANA 201, 202
9 Additional credits from MANA 298, 299, 300, 343, 362

NOTE: Since non-business students can only register for a maximum of 30 credits within the John Molson School of Business, students registered in the Minor in Business Studies or the BCompSc Information Systems Option cannot register for the Management elective group.

Program

MARKETING ELECTIVE GROUP FOR NON-BUSINESS STUDENTS

This 15-credit elective group is available to students registered in undergraduate programs outside the John Molson School of Business. Students choosing this elective group have the opportunity to add a business-oriented marketing component to their arts, science, engineering, or fine arts degrees.

15 Marketing Elective Group for Non-Business Students

- 9 MARK 201, 302, 305
6 Additional credits from MARK 451, 452, 453, 454, 460, 463, 485, 486

NOTE: Since non-business students can only register for a maximum of 30 credits within the

Program

THE BASICS OF BUSINESS ELECTIVE GROUP

This interdisciplinary elective group is designed for non-business students seeking insight into the exciting world of business.

15 The Basics of Business Elective Group

15 Chosen from ACCO 230, 240; ADMI 201, 202; COMM 215; FINA 200; MANA 201, 202, 298; MARK 201

NOTE: This elective group is not open to BComm/BAdmin students. Not all elective-group credits are transferable to the BComm/BAdmin program.

NOTE: Students who have received credit for MANA 266, 213, or 211 may not take MANA 201, 202, or 298 for credit, respectively.

NOTE: Since non-business students can only register for a maximum of 30 credits within the John Molson School of Business, students registered in the Minor in Business Studies or the BCompSc Information Systems Option cannot register for the Basics of Business elective group.

61.150 COMPUTER SCIENCE

For a Major in Management Information Systems see §61.50

61.160 SPECIAL CERTIFICATE PROGRAMS

There are many organizations within the business community designed to serve the needs of people working in specialized areas of business. These organizations recognize that the educational qualifications of those seeking membership must be continually upgraded. Therefore, they sponsor an academic certificate which may be obtained through correspondence courses, or through a lecture program.

The John Molson School of Business co-operates with these business organizations by permitting personnel to register as Visiting students, and to take courses leading to a certificate to be awarded by the organization concerned.

Students must comply with the University regulations regarding dates of application and Visiting Commerce student entrance requirements as outlined in the Academic Calendar §11. In addition, they must meet the requirements of the specific organization.

The credit courses taken may be applied towards the BComm degree, provided the student meets the admission requirements and wishes to transfer from Visiting Commerce status to undergraduate status after completing a certificate program. Students are advised that they must meet the BComm curriculum requirements in force at the date of transfer.

Each certificate program has one or more special courses required to complete the program. These courses do not carry credit towards an undergraduate degree and are designated as non-credit courses.

Students interested in the following certificate programs may obtain details of required courses from the organization concerned:

- The American Marketing Association (Montreal Chapter)
 - Institute of Canadian Bankers
 - The Insurance Institute of Canada
 - The Trust Companies Institute of Canada
 - Professional Secretaries International (CPS)
 - Canadian Institute of Management
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61.170 SPECIAL PROGRAMS IN ACCOUNTANCY

CERTIFICATE IN ACCOUNTANCY

This program is not open to students registered in a program leading to an undergraduate degree.

Students may transfer into the certificate program up to 12 credits earned in an incomplete degree or certificate program or as an Independent student, provided they are students in good standing. The credits that may be so transferred are determined by the University at the point of entry into the program.

Admission
Requirements

- a) DEC or the equivalent
- b) MATH 208, 209; ECON 201, 203; DESC 200; COMM 217, 305

Program

30 Certificate in Accountancy

18 ACCO 310, 320, 330, 340, 420, 450

12 additional credits from the John Molson School of Business that are needed to satisfy the requirements of either the CA, CGA, or CMA designations.

The three professional accounting organizations listed below recognize certain Concordia University courses for course exemptions or standing in their professional designation programs.

L'ORDRE DES COMPTABLES AGRÉÉS DU QUÉBEC: Chartered Accountant (CA)

The John Molson School of Business offers a Diploma in Chartered Accountancy which has been accredited by the Order of Chartered Accountants of Quebec. Entry into the program normally requires an undergraduate degree in Commerce, and a Major in Accountancy with high academic standing. Applicants lacking an appropriate pattern of undergraduate work will be required to successfully complete certain qualifying courses, as assigned by the director of the program and the Order of Chartered Accountants of Quebec. For further details, refer to the Graduate Calendar of Concordia's School of Graduate Studies.

L'ORDRE DES COMPTABLES EN MANAGEMENT ACCRÉDITÉS DU QUÉBEC:

Certified Management Accountant (CMA)

Students who wish to follow the CMA program must register with L'Ordre des comptables en management accrédités du Québec, 715 Square Victoria 3rd Floor, Montreal, Quebec, H2Y 2H7, 514-849-1155 / 800-263-5390. The list of courses comprising the CMA program is shown below:

ECON 201 or Cegep equivalent*	Introduction to Microeconomics
ECON 203 or Cegep equivalent*	Introduction to Macroeconomics
COMM 210	Contemporary Business Thinking
COMM 212	Business Communication
COMM 215	Business Statistics
COMM 217	Financial Accounting
COMM 220	Analysis of Markets
COMM 222	Organizational Behaviour and Theory
COMM 223 or 224	Marketing Management
COMM 225	Production and Operations Management
COMM 226	Business Technology Management
COMM 305	Managerial Accounting
COMM 308	Introduction to Finance
COMM 315	Business Law and Ethics
COMM 320	Entrepreneurship
COMM 401	Strategy and Competition
ACCO 310	Financial Reporting I
ACCO 320	Financial Reporting II
ACCO 330	Cost and Management Accounting
ACCO 340	Income Taxation in Canada
ACCO 350	Accounting and Information Technology
ACCO 400	Accounting Theory
ACCO 410	Governmental and Not-for-Profit Accounting
ACCO 420	Financial Reporting III
ACCO 430	Advanced Management Accounting
ACCO 435	Integrative Management Accounting Cases
ACCO 450	Assurance Services
IBUS 462 or MARK 462	Environment of World Business

*Students who have not taken the equivalent of ECON 201 and 203 at the Cegep level must take these two courses as restricted electives.

NOTES:

1. This equivalence table is subject to amendment by the Ordre.
2. Students taking University courses must satisfy the necessary prerequisite courses.
3. Concordia students graduating after September 2008, having an overall GPA of at least 3.2 on 4.3, will be exempt from writing the CMA Entrance Exam which is held in June of each year. Students should consult with the Ordre to confirm their eligibility for this exemption. In all other cases, the CMA Entrance Exam is mandatory. Students are encouraged to attend a coaching

seminar prior to taking the CMA Entrance Exam. Students may not sit for the Entrance Exam until all of the above courses or their equivalents have been successfully completed and they are registered as student members of the Ordre.

4. It is necessary to sit the CMA Entrance Exam (or receive exemption from it) in order to take part in Phase 1 of the Strategic Leadership Program. The program consists of work experience, independent study, group and residential sessions. After successful completion of Phase 1 of the Strategic Leadership Program, students must write and pass the CMA Case Exam prior to entering Phase 2 of the Strategic Leadership Program.

L'ORDRE DES CGA DU QUÉBEC: Certified General Accountant (CGA)

Students who wish to follow the CGA program must register with L'Ordre des CGA du Québec located at 500 Place d'Armes, Suite 1800, Montreal, Quebec, H2Y 2W2, 514-861-1823, website: cga-quebec.org.

The list of courses comprising the CGA Academic Program is shown below:

ECON 201 or Cegep equivalent*	Introduction to Microeconomics
ECON 203 or Cegep equivalent*	Introduction to Macroeconomics
COMM 215	Business Statistics
COMM 217	Financial Accounting
COMM 220 (3) (6)	Analysis of Markets
COMM 226	Business Technology Management
COMM 305	Managerial Accounting
COMM 308 (3) (6)	Introduction to Finance
COMM 315	Business Law and Ethics
COMM 401	Strategy and Competition
ACCO 310	Financial Reporting I
ACCO 320	Financial Reporting II
ACCO 330	Cost and Management Accounting
ACCO 340 (4) (6)	Income Taxation in Canada
ACCO 350	Accounting and Information Technology
ACCO 400 (1) (6)	Accounting Theory
ACCO 410 (1) (6)	Governmental and Not-for-Profit Accounting
ACCO 420 (1) (6)	Financial Reporting III
ACCO 440 (4) (6)	Advanced Taxation
ACCO 450 (2) (5) (6)	Assurance Services
ACCO 465 (2)	Advanced Assurance Services
ACCO 490 (4)	Seminar in Taxation

*Students who have not taken the equivalent of ECON 201 and 203 at the Cegep level must take these two courses as restricted electives.

(1) Prerequisite to the Financial Accounting (FA4) examination

(2) Prerequisite to the Auditing 2 (AU2) examination

(3) Prerequisite to the Finance 2 (FN2) examination and professional certification program in Financial Performance

(4) Prerequisite to the Taxation 2 (TX2) examination

(5) Prerequisite to the Management Auditing 1 (MU1) examination

(6) Prerequisite to Professional Applications (PA-1) examination

NOTE: The listing above is subject to amendment. Please communicate with the CGA – Québec Ordre.