



BUSINESS ADMINISTRATION

Accounting And Management 410.B0

Business Management (Marketing) 410.D0

Vanier College offers two options within the *Business Administration* program: *Accounting and Business Management* 410.B0 and *Business Management (Marketing)* 410.D0. In the first three semesters, both options share a common curriculum emphasizing basic business and computer skills. Students are also introduced to major areas of concern in the business world: accounting, finance, marketing and human resource management. In semesters four through six, students specialize.

ACCOUNTING AND MANAGEMENT 410.B0

Graduates receive the necessary training to obtain entry-level management positions in areas like: banking, accounting and office administration. Students learn to analyse and create key financial statements, to write business plans and to use accounting software. Students will participate in the annual Vanier Tax Clinic. Students will learn to run a simulated tax office, complete real tax returns and interact directly with actual clients.

BUSINESS MANAGEMENT (MARKETING) 410.D0

Graduates receive the necessary training to obtain entry-level management positions in areas such as: marketing, sales, retailing and entrepreneurship. Off-campus visits, extensive use of business computer software, business cases and an internship in industry are some of the teaching methods used. Students will develop detailed marketing plans, advertising campaigns and business plans. In *Advanced Topics in Marketing*, students are trained as marketing case consultants and have the opportunity to participate in the BDC/Vanier Case Challenge. In this annual event students compete directly with local Cegeps and colleges from other provinces.

ON-THE-JOB TRAINING

In the final semester, students complete a “stage” in industry. The Internship Program provides students with “real world” experience. Various tools are put into place to assist students in making valuable contacts.

JOB OPPORTUNITIES

There is strong demand for graduates with business skills in all sectors of the business world.

GENERAL REQUIREMENTS FOR ADMISSION TO CEGEP

The Quebec Secondary School Diploma (*Diplôme d'études secondaires*) or equivalent schooling is required. Students must also have passed

- Secondary V second language
- Physical Science 416
- Secondary V Math or Math 426 or 436.

Adult Education students also require History IV. Applicants with post-secondary education will be evaluated on their overall academic performance.

PROGRAM PREREQUISITES

- Secondary School courses
 - Math 436
- or Cegep course equivalents
 - 201-007-50
- or Adult Education equivalents
 - MTH 4065-4068 or MTH 416 and MTH 4058-4061 or MTH 4101-4111

Students missing any of the above prerequisites are advised to call the Admissions Office to discuss their admissibility to the program.

Although not required for admission into these programs, for students intending to pursue university studies it is recommended that Math 526 or Math 536 be completed.

UNIVERSITY TRACK

Graduates may continue studies at university, eventually leading to a Bachelor of Commerce. They may then wish to consider further business studies leading to M.B.A, C.A. or C.G.A degrees.

Graduates may receive advanced standing at the John Molson School of Business of Concordia University.

To be eligible for university, additional mathematics courses are usually required. Students considering university application should consult with an Academic Advisor.

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Pattern of Study

*For The Common First,
Second And Third Semesters*

First Semester

Accounting 1
Introduction to Business
Business Computer Applications 1
Business Information & Research
French, English, Physical Education

Second Semester

Accounting 2
Marketing
Business Computer Applications 2
Business Law
Humanities, English, Complementary

Third Semester

Business Data Analysis
Macroeconomics
Finance 1
HRM and Supervision
Purchasing and Inventory Management
Leadership and Team Management
English, Physical Education

For More Information

contact the program coordinator at
amt@vaniercollege.qc.ca
or 514.744.7500 x 7198

For Information

concerning admissions contact
admissions@vaniercollege.qc.ca
or the Information Office at
info@vaniercollege.qc.ca
or 514.744.7500



CÉGEP
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www.vaniercollege.qc.ca

*For Semesters Four to Six of
Accounting And Management 410.BO*

Fourth Semester

Finance 2
Intermediate Accounting
Operations Management
Management
French, English, Humanities,
Physical Education

Fifth Semester

Accounting by Computers 1
Cost Accounting
Taxation
Negotiations
Entrepreneurship
International Business
Humanities, Complementary

Sixth Semester

Accounting by Computers 2
Introduction to Auditing
Project Management
Selling and Customer Service
Stage and Integration into the Work Force
Management Information Systems
Communications d'Affaires

*For Semesters Four to Six of Business
Management (Marketing) 410.DO*

Fourth Semester

Marketing Research
Consumer Behavior
Integrated Marketing Communications
Retailing
English, French, Humanities,
Physical Education

Fifth Semester

Sales Management
Customer Service Excellence
Management
Entrepreneurship
Advanced Topics in Marketing
Humanities, Complementary

Sixth Semester

Accounting by Computers 1
International Marketing
Negotiations
Project Management
Stage and Integration into the Work Force
Communications d'Affaires