

BACHELOR OF COMMERCE

ALBERTA SCHOOL OF BUSINESS

UPDATED FEBRUARY 2012

This Academic Planning Guide highlights only major points regarding admission and transfer. You are advised to read the University and RDC calendars, and the Alberta Transfer Guide for other necessary information. Some of the courses listed in this guide have prerequisites. Please refer to the Course Description section of the RDC calendar for further information. (3) or (6) noted after a course indicates the number of transfer credits awarded by the University of Alberta.

SUGGESTED PATTERN OF COURSES

YEAR 1 FALL TERM	YEAR 1 WINTER TERM
ECON 201 (3)*	ECON 202 (3)*
ENGL 219 (3)	ENGL 220 (3)
BUS 201 (3) **	MATH 202 or 203 (3)
BUS 306 (3)	BUS 307 (3)**
Non-Business Option (3)	Non-Business Option (3)

YEAR 2 FALL TERM	YEAR 2 WINTER TERM
ACCT 202 (3)	ACCT 204 (3)
BADM 132 (3)	BUS 303 (3)
BUS 311 (3)	BUS 310 (3)
Non-Business Option (3)	Non-Business Option (3)
Non-Business Option (3)	Non-Business Option (3)

* The U of A **WILL NOT** accept ECON 100/101 in lieu of ECON 201/202

**BUS 201 and BUS 307 could be taken in Year 2. Substitute a Non-Business Option in Year 1.

IMPORTANT NOTES

- Courses in **bold** are required courses for transfer to U of A Bachelor of Commerce Program
- See Pages 2 and 3 for recommended Year 2 Non-Business Options for specific majors
- When choosing options students may want to consider designing informal minors in disciplines outside business or sample a variety of perspectives by taking course from different disciplines. See an Advisor for more information.
- Credit will only be granted for **one of** RDC's BUS 306, BADM 111, STAT 251 or STAT 241
- A minimum grade of **C-** is required for transfer to the University of Alberta
- Students will be required to select a major area of concentration upon entering Year 3 of the program

UNIVERSITY OF ALBERTA NON-BUSINESS OPTIONS FOR BACHELOR OF COMMERCE

Generally, a Non-Business Option is any U of A transferable course not offered by the Faculty of Business at the U of A. Please use the list below as a guide and keep the following points in mind:

- Students are responsible for checking the Alberta Transfer Guide to ensure that the specific options selected (e.g. ANTH 200) are transferable to U of A. The Alberta Transfer Guide can be accessed online at <http://www.acat.gov.ab.ca/>
- Some of the classes listed below may be restricted (i.e. only students in a certain program can access them). Check the Red Deer College timetable for further information.
- Junior courses are those that transfer to the University of Alberta as “1xx” or are numbered from 100-199 in the Transfer Guide. Senior courses are those that transfer to the University of Alberta that are numbered 200 (“2xx”) or higher in the Transfer Guide.

Non-Business Options at RDC:

Anthropology (**ANTH**), Art (**ART**), Astronomy (**ASTR**), Biochemistry (**BIOC**), Biology (**BIOL**), Chemistry (**CHEM**), Classics (**CLAS**), Communications (**COMM**), Computing Science (**CMPT**), Dance (**KDNC**), Drama (**DRAM**), Economics (**ECON**), Education (**EDCM, EDFN, EDFX, EDPY**), English (**ENGL**), Family Studies (**FAM**), Film (**FILM**), French (**FREN**), Genetics (**GENE**), Geography (**GEOG**), History (**HIST**), Kinesiology and Sport Studies (**KNSS**), Mathematics (**MATH**), Microbiology (**MICR**), Music (**MUSE, MUSI**), Philosophy (**PHIL**), Physical Activities (**KPAC**), Physics (**PHYS**), Political Science (**POLI**), Psychology (**PSYC**), Sociology (**SOCI**), Spanish (**SPAN**), Zoology (**ZOOL**)

YEAR 2 COURSES RECOMMENDED FOR BACHELOR OF COMMERCE (SPECIFIC MAJORS):

ACCOUNTING

- ECON 381 in place of a Non-Business Option in Year 2

BUSINESS ECONOMICS AND LAW

- ECON 381 in place of a Non-Business Option in Year 2

BUSINESS STUDIES

- ECON 381 in place of a Non-Business Option in Year 2

EAST ASIAN STUDIES

Required languages not available at Red Deer College. Transfer after one year. See an Academic Advisor.

ENTREPRENEURSHIP AND FAMILY ENTERPRISE

- SOCI 260 as a Non-Business Option in Year 1

EUROPEAN STUDIES

The major in European Studies permits a student to construct a major in any European language providing they are able to fulfill the requirement of 18 credits of course weight in the same language. Students can choose from the following languages: French German, Italian, Polish, Russian, Scandinavian (Danish/Norwegian/Swedish), Spanish, or Ukrainian. **French & Spanish are available at RDC.**

- **French:** Add FREN 202 and 203 as Non-Business Options in Year 1. Add FREN 302 and 303 as Non-Business Options in Year 2. Students without French 30 will need to take FREN 101 and 102 prior to taking FREN 202.

- **Spanish:** Add SPAN 101 and 102 as Non-Business Options in Year 1. Add SPAN 201 and 202 as Non-Business Options in Year 2. Students with native or near native proficiency, or with Spanish 30 or its equivalent should move directly into SPAN 201 and 202.
- Students with native proficiency in a language may not be eligible to take the language to meet this requirement. There may not be enough courses offered at the senior level to complete the language requirement. Consider taking basic coursework in European Politics and/or History **POLI 201, POLI 283 (subject to approval from the U of A)** or HIST 314/315 in Year 2.

FINANCE

- ECON 381 in place of a Non-Business Option in Year 2

HUMAN RESOURCE MANAGEMENT

- SOCI 260 and SOCI 363 as Non-Business Options

INTERNATIONAL BUSINESS

ECON 381 in place of a Non-Business Option in Year 2. Students must choose a minor area of concentration from the Faculty of Business. See U of A calendar for more information

<http://www.registrar.ualberta.ca/calendar/>.

- Students majoring in International Business must complete a minimum of 12 credits in a second language and it is recommended this be commenced by Year 2. French and Spanish are available at Red Deer College. Please refer to the European Studies major above for course sequencing. Students planning other languages are encouraged to transfer to the U of A after one year at RDC. Students with native proficiency in a language may not be eligible to take the language to meet this requirement. There may not be enough courses offered at the senior level to complete the language requirement.
- All students interested in this major should take other Non-Business Options in Anthropology (**ANTH**), History (**HIST**), Political Science (**POLI**), Economics (**ECON**) and Geography (**GEOG**) in their area of interest.

LATIN AMERICAN STUDIES

Add SPAN 101 and 102 as Non-Business Options in Year 1. Add SPAN 201 and 202 as Non-Business Options in Year 2. Students with native or near native proficiency, or with Spanish 30 or its equivalent should move directly into SPAN 201/202. Students with native proficiency in a language may not be eligible to take the language to meet this requirement. There may not be enough courses offered at the senior level to complete the language requirement.

MANAGEMENT INFORMATION SYSTEMS

- Students with a weak computing background are advised to take CMPT 201 as a Non-Business Option in Year 1.
- Students are encouraged to consider choosing a minor in another subject area of Business or in Computing Science. See the U of A calendar for more information at <http://www.registrar.ualberta.ca/calendar/>.

MANAGEMENT AND ORGANIZATION

- Follow standard pattern.

MARKETING

- ECON 381 in place of a Non-Business Option in Year 2

NATURAL RESOURCES, ENERGY & THE ENVIRONMENT

- ECON 381 in place of a Non-Business Option in Year 2

OPERATIONS MANAGEMENT

- ECON 381 in place of a Non-Business Option in Year 2

RETAILING AND SERVICES

- ECON 381 in place of a Non-Business Option in Year 2

UNIVERSITY OF ALBERTA ADMISSION AND TRANSFER INFORMATION FOR BACHELOR OF COMMERCE (BCOMM) DEGREE

Program Information: The BCom degree is a four year degree program including one year of Pre-Professional Studies. To obtain the Degree of Bachelor of Commerce students must complete 120 credits including a minimum of 24 credits (taken in the Pre-Professional year) and a **MAXIMUM of 60** credits in transfer credit. At least 60 credits in University of Alberta courses must be successfully completed while the student is registered in the Faculty of Business.

Academic Requirements: The Faculty of Business is a limited enrolment Faculty. Admission is not guaranteed to all qualified applicants. All applicants must have completed a **MINIMUM of 24** university transferable credits, which **MUST** include the following required courses: **ECON 201 (3), ECON 202 (3), MATH 202 (3) or MATH 203 (3), BUS 306 (3), AND ENGL 219/220 (6)**. Students who do not present these courses will not be considered for admission.

Competitive Grade Point Average (GPA): The Faculty of Business will calculate the GPA based on the grades received in the student's most recent Fall/Winter session (September to April) provided that there are a minimum of 15 transferable credits in that session. If the most recent Fall/Winter does not contain at least 15 transferable credits, the GPA will be based on the next most recent Fall/Winter until a Fall/Winter containing at least 15 transferable credits is found. The Faculty of Business does not take the best 15 transferable credits; the entire Fall/Winter will be used.

The Faculty of Business does not look at the GPA from previous sessions if your most recent session contains 15 transferable credits or more. **All courses, including failed courses if they occurred within the most recent Fall/Winter session** will be included in the GPA calculation. Repeated courses, if previously transferable (C- or better) will have the first passing grade substituted into the calculation. **NOTE:** The required courses listed above (see Academic Requirements) **MUST** still be completed before transfer to the U of A.

Spring Courses: You are advised to avoid taking spring courses in the year you will transfer. These courses will not be used for admission purposes and final transcripts may not be available by the deadline (June 15).

Students must present a minimum GPA of 2.3. However, a GPA of 2.3 does not guarantee admission and is unlikely to be competitive. The competitive AGPA for Fall 2010 was 3.0; in the past, the competitive AGPA has fluctuated between 3.0 and 3.3. The Faculty of Business at U of A is a limited enrolment Faculty, and the competitive AGPA may change from year to year. An AGPA in the above range does not necessarily guarantee admission.

Application Deadline: March 1 **Document Deadline:** June 15

Early Admission with Conditions: Students are eligible if they have two or more prerequisite courses completed, the remaining prerequisite courses in progress, and a minimum of 9 university transferable credits completed in the fall term. These courses will be used to calculate your **interim** GPA. Applications and official transcripts must be received by the Registrar's Office by February 15th to be considered for Early Admission with Conditions.

Repetition of Courses: While students attend the U of A, they are allowed to attempt a course no more than two times and are not allowed to retake a course in which a passing grade was achieved. However, U of A honours the decisions of other institutions with respect to their students. If a student attempts a course twice at RDC (withdrawal, failing grade, or non-transferable grade), U of A will accept the third attempt (assuming it is a C- or better) when determining **transfer credit**. Only the **first** C- or higher for a course that is repeated will be used when calculating the competitive GPA, unless that course was first attempted in the most recent Fall/Winter. **Reminder: All courses, including failed courses if they occurred within the most recent Fall/Winter session, will be included in the competitive GPA calculation.**

Junior-Level Options (Electives): Students may receive credit in **no more than 21 credits** of junior-level electives (e.g. 100-level Non-Business Courses) whether taken at the University of Alberta or presented for transfer credit. This total does NOT include the Pre-Professional Courses or junior courses taken to fulfill specific program or major requirements.

Minors for Business Students: For more information on minor areas of concentration, please refer to the 2012/2013 University of Alberta calendar at <http://www.registrar.ualberta.ca/calendar/>. Students are not required to declare a minor, except when their major is International Business.

Cooperative Education Program: Cooperative Education is an experiential learning program in which students alternate periods of study with periods of paid, discipline related work experience. Please refer to <http://www.business.ualberta.ca/co-op/> for further information, including application deadlines (spring of 2nd year).

IMPORTANT NOTE REGARDING TRANSFER TO THE UNIVERSITY OF ALBERTA & AUGUSTANA FACULTY:

When checking course transfer to the University of Alberta, please note that courses which have "AU" as the first two letters of the course abbreviation in the Alberta Transfer Guide will transfer only to the U of A Augustana Faculty in Camrose. In order for a course to also transfer to other U of A faculties, there must be another entry indicating transfer as a course not beginning with "AU". For example:

CMPT 214 = U of A CMPT 114 (3) OR AUCSC 1xx (3)

CMPT 261 = U of A AUCSC 1xx (3)

CMPT 214 is transferable to all U of A faculties, including Augustana, whereas CMPT 261 is accepted only by Augustana Faculty and will not transfer to other faculties at the U of A in Edmonton. Check the Alberta Transfer Guide at www.acat.gov.ab.ca or see an Academic Advisor if you are unsure about course transferability.

HOW TO FIND MORE INFORMATION:

RDC Website	http://www.rdc.ab.ca
RDC Chairperson	Patrick O'Meara Office: DSB 503H 403.342.3554 pat.omeara@rdc.ab.ca
RDC Timetable	http://www.rdc.ab.ca/timetable/
RDC Academic Advising	Office: 1102 403.342.3400 advisors@rdc.ab.ca http://www.rdc.ab.ca/academic_advising
Alberta Transfer Guide	http://www.acat.gov.ab.ca
U of A Website	http://www.ualberta.ca
U of A Faculty of Business	http://www.business.ualberta.ca/bcom/ bcominfo@ualberta.ca 780.492.5773 Toll Free: 1.866.492.7676 Fax: 780.492.5863
Accounting Designations	CA www.becomea.ca CGA www.cga-alberta.org CMA www.cma-alberta.com/become

PLEASE NOTE:

You are responsible for ensuring that your registration is complete and appropriate and that your course choices comply with the program to which you have been admitted at Red Deer College and/or to the University to which you wish to transfer (if applicable). You are cautioned that any changes to your courses, your major or your transfer destination may adversely affect your transferable credit (if applicable), admission requirements for future programs, or eligibility to graduate from Red Deer College. Please consult with an Academic Advisor if you have any questions.

The function of Academic Advisors is to provide students with information and resources that enable them to make informed decisions relevant to their education. These resources include the Red Deer College Calendar, the Academic Planning Guide for your chosen program and destination university (if applicable), the Alberta Transfer Guide and the calendar and contact information for your destination university (if applicable). Academic Advisors will assist you in interpreting information from these resources or refer you to your destination university if appropriate. Students in University Transfer Programs are strongly advised to refer to the calendar of the University to which they wish to transfer and should contact appropriate University Departments as required.