



**Student Name:** \_\_\_\_\_

**ID#:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Revision Date:** \_\_\_\_\_

## PROGRAM PLANNING GUIDE 2016 – 2017

### Business Administration Diploma

#### Accounting Major

The purpose of this program planning guide is to help students track their progress within their chosen program. The information in this planning guide is accurate at the time of printing and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choice. Students should use the program planning guide dated the year in which they began the program. This guide should be used in conjunction with the official (print) version of the Medicine Hat College Calendar, and calendars of appropriate transfer institutions, which are the final authorities regarding program requirements.

#### Year One

FALL SEMESTER			WINTER SEMESTER		
COURSE	DATE	GRADE	COURSE	DATE	GRADE
<b>ACCT 111</b> <i>Introductory Accounting I</i> Minimum of C- required for ACCT 113, ACCT 215, & ACCT 276			<b>ACCT 113</b> <i>Introductory Accounting II</i> Prerequisite: C- in ACCT 111 Minimum of C- required for ACCT 211, ACCT 219, FINA 255, MGMT 268 & MGMT 326		
<b>COMM 140</b> <i>Communication in the Workplace</i>			<b>COMM 252</b> <i>Advanced Business Communications</i>		
<b>GNED 230</b> <i>Citizenship Without Borders</i>			<b>ECON 201</b> <i>Principles of Microeconomics</i>		
<b>MGMT 161</b> <i>Management Theory</i> Minimum of C- required for MGMT 267 & MGMT 268			<b>MGMT 243</b> <i>Human Resources Management</i>		
<b>MGMT 193</b> <i>Business Problems Software Applications</i> Minimum of C- required for ACCT 276			<b>MKTG 171</b> <i>Marketing</i> Minimum of C- required for MKTG 280, MKTG 315, MKTG 325		

#### Year Two

FALL SEMESTER			WINTER SEMESTER		
COURSE	DATE	GRADE	COURSE	DATE	GRADE
<b>ACCT 211</b> <i>Intermediate Accounting I (lecture and lab)</i> Prerequisite: C- for ACCT 113 or ACCT 321 Minimum of C- required for ACCT 213			<b>ACCT 213</b> <i>Intermediate Accounting II(lecture and lab)</i> Prerequisite: C- in ACCT 211		
<b>ACCT 276</b> <i>Advanced Computerized Accounting (lecture and lab)</i> Prerequisites: C- in (ACCT 111 & MGMT 193) <u>or</u> (ACCT 111 & CPSC 203 <u>or</u> OTEC 145) (APRO 145) <u>or</u> ACCT 321			<b>ACCT 215</b> <i>Managerial Accounting</i> Prerequisite: C- in ACCT 111 or ACCT 321		

<b>MGMT 263</b> <i>Organizational Behaviour</i>			<b>FINA 255</b> <i>Finance</i> <i>Prerequisite: C- in ACCT 113 or ACCT 321</i>		
<b>MGMT 284 Business Statistics I</b>			<b>MGMT 268 Business Integration</b> <i>Prerequisites: C- in ACCT 113 or ACCT 321 &amp; MGMT 161 &amp; 2<sup>nd</sup> yr standing</i>		
<b>MGMT 395 Business Law</b>			<b>ECON 203 Principles of Macroeconomics</b>		

## **NOTES**

1. **ECON 201 and ECON 203 may be taken in any order.**
2. **Prerequisite grades must be C- or higher.** Please note that the minimum grades listed are for MHC graduation requirements only. If you are pursuing an accounting designation or a degree, you must check with the designation of your choice for minimum grade requirements.
3. Students who a) choose to take courses in a different configuration than shown above or; b) drop or fail a class or; c) want to take a course in the spring semester or from another institution should meet with their academic advisor for assistance.
4. Students are advised that if they plan on transferring to the University of Lethbridge Bachelor of Management – Accounting program as part of the post-diploma transfer agreement, they will be required to complete 21 courses (rather than 20) at the University of Lethbridge to complete their degree requirements. This is due to an additional prerequisite course requirement at the University of Lethbridge that is not offered in the Medicine Hat College Business Administration – Accounting diploma.

## **GRADUATION REQUIREMENTS:**

- Complete a minimum of 20 required Business Administration courses and approved electives.
- Complete a minimum cumulative GPA of 2.0.

