

Durham College Business Administration

The outcomes of this program will enable the graduate to gain a better understanding of business, obtain in-depth knowledge in specialty fields and to enable them to gain the qualification to obtain a position at current or prospective organization.

Accounting Certificate

Accounting involves measuring business activities, processing information into financial reports and statements, and communicating information to the appropriate decision-makers. To meet the wide range of employment opportunities, a variety of courses are offered including financial accounting, cost accounting, computerized accounting, taxation, auditing, finance, business mathematics and communications.

Program Courses:

- Accounting I
- Accounting II (60% pass required)
- ACCPAC
- Cost Accounting I
- Cost Accounting II
- Intermediate Accounting I
- Intermediate Accounting II
- Managerial Cost Accounting I
- Managerial Cost Accounting II
- Taxation I

Course	Cost	Duration
Accounting	\$ 3,225.00	516 hours

Entrepreneurship Certificate

Small business management continues to be a significant element in job creation. This program will explore the opportunities and challenges inherent in starting your own business. You will study accounting principles, human resources, marketing, communications and law.

Program Courses:

- Accounting I
- Business Law
- Business Report Writing
- Entrepreneurship
- H.R. Management Principles
- Marketing I
- Marketing II
- Simply Accounting or AccPac

Course	Cost	Duration
Entrepreneurship	\$ 2,900.00	448 hours

Marketing Certificate

You will become familiar with the art and science of marketing and gain sound knowledge in specific marketing areas. Topics include pre-production/post-production planning and implementation, product development, market research, advertising, sales promotion, buying and selling, transportation and storage, standardization and quality requirements.

Program Courses:

- Channel Management
- Integrated Marketing Communications I
- Integrated Marketing Communications II
- Marketing I
- Marketing II
- Marketing Laws and Ethics
- Marketing Research
- Principles of Sales

Course	Cost	Duration
Marketing	\$ 2,600.00	392 hours

Human Resources Graduate Certificate

Key areas of human resources management including performance appraisal design and administration, labour relations, training and development, compensation administration, health and safety, recruitment and selection.

Program Courses:

- Accounting I
- Compensation Management
- Employee Labour Relations
- Field Placement
- H.R. Management Principles
- Human Resources Planning
- Managerial Accounting
- Occupational Health & Safety
- Organizational Behaviour for H.R. Professionals
- Recruitment & Selection
- Training & Development

Course	Cost	Duration
Human Resources	\$ 3,700.00	786 hours

** Acceptance into this course requires a bachelor's degree (pre-requisite)