



CREDENTIAL

Ontario College
Certificate

PROGRAM CODE

Fall: O249 | Winter: O239
Distance Education: O690

AREA OF INTEREST

Business

LOCATION

Distance Education, Dryden, Fort Frances, Greenstone
Campus, Kenora, Marathon, Red Lake, Sioux Lookout,
Thunder Bay

DURATION

1 -year

Overview

You've been told you have a mind for business, but what kind of business will that be? Find out what interests you most with Confederation College's Business Fundamentals one-year certificate program. This program is ideal for business-minded students who are not quite sure what area of business they want to study. Maybe you are working in skilled trades and would like a well-rounded one-year certificate, to complement your business practices and provide you with the fundamentals of marketing, accounting, communications, and HR. This course could be just what you need!

This program touches upon all areas of business to help you find your niche and provides the pathway to our two-year diploma programs to continue in Business or move to Marketing, Human Resources or Accounting. This program allows students to also acquire skills for an administration career as well



Top Highlights

- One-Year Program: Allows you to enter the workforce faster
- Comprehensive Overview: Touches upon all areas of business to help you find your niche
- Pathway Opportunities: Provides the pathway to our two-year diploma programs in Marketing, Human Resources, or Accounting
- Skill Development: Learn skills for an administration career as well



Employment Opportunities

Completion of the Business Fundamentals program may help you find a job in several entry-level positions, including:

Sales, General Administration, Customer Service

However, it is more of a stepping stone to other educational opportunities, including Confederation College's two-year and three-year diploma programs in business.



Ideal Candidate

Explorative, Curious, Flexible, Ambitious



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Program Coordinator**

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Business Fundamentals

Admission Requirements

- Ontario Secondary School Diploma (or equivalent) with courses from the College (C), University (U), University/College (U/C), or Open (O) preparation levels with Grade 12 English (C/U) Level.
- or Successful completion of Mature Student Assessment.
- or successful completion of the General Education Development Test (GED).
- or appropriate credits from the Academic and Career Entrance program (ACE).

Alternative Pathways

If you do not meet these admission requirements, we encourage you to consider the College Access or General Arts and Science Certificate or General Arts and Science Diploma, or Academic and Career Entrance program (ACE); if you successfully complete one of these programs, you will be eligible to apply to programs in the Business, Hospitality & Tourism and Media Arts areas.

Articulation Agreements

Confederation College has agreements in place that permit credits earned throughout this program to be transferred to programs at other colleges and universities.

Visit: confederationcollege.ca/articulation-agreements for more information.

First Semester

AC 111 Introduction to Financial Accounting
CS 050 College Writing
GB 110 Introduction to Business
HR 131 Introduction to Human Resources
MA 134 Business Math
MK 114 Introduction to Marketing
GE Elective

Second Semester

AC 223 Financial Accounting II
CS 220 Business Communications
EC 208 Microeconomics
GB 156 Microsoft Excel
HR 232 Organizational Behaviour
MA 246 Financial Math
MK 263 Marketing II



Have questions? Want to apply?
Contact recruitment@confederationcollege.ca

