



## Program Planning Guide

Current and past Program Planning Guides are available on the UofL website at [www.uleth.ca/ross/ppgs/ppg.html](http://www.uleth.ca/ross/ppgs/ppg.html)

Calendar Year: 2012/2013

Faculty: Management

### About Management Certificate Programs

The Faculty of Management offers Certificate programs with a focus in Finance; First Nations' Governance; General Management; Human Resource Management and Labour Relations; Information Systems; International Management; and Marketing. Each program is composed of a series of 10 courses designed to provide a suitable combination of breadth and depth of knowledge in a specific area of study. Students may complete the Certificate on a full-time or part-time basis.

### Prerequisite(s), Corequisite(s), and Recommended Background

Many of the courses in the Certificate program have prerequisite, corequisite, and/or recommended background requirements. Students are responsible for ensuring that they have the necessary prerequisite(s), corequisite(s), and/or recommended background. In some cases additional courses may be required, extending the duration of the program. Students who do not have the stated prerequisite(s) and/or corequisite(s), but believe they have the required background knowledge and/or skills, must contact an academic advisor about the possibility of obtaining a waiver.

### Admission

Students are admissible to the University through four admission routes:

- Eight or more transfer courses
- A College Diploma
- A previous undergraduate degree
- Adult applicants who are 21 years of age or older. Note that, in most cases, English Language Arts 30-1 and Pure Mathematics 30 or Mathematics 30 are required.

Please contact the University of Lethbridge Admissions Office for details.

### Residence Requirement

Students must complete a minimum of five courses at the University of Lethbridge after admission to the Certificate program.

### Minimum Grade Requirement

A minimum grade of 'C-' is required in all courses taken towards a Certificate program.

### About Management Minors

The Faculty of Management offers minors in First Nations' Governance, Information Systems, International Management, New Media, Social Responsibility, and Supply Chain Management. In some cases, achievement of the minor and a chosen major will require a student to take extra courses. Students may not declare a minor in the same subject as their major. For students who complete all the requirements, the minor will be acknowledged on the official transcript (see Part 11 - Faculty of Management in the UofL Calendar).

### Campuses

The Faculty of Management offers programs on three campuses: Calgary, Edmonton, and Lethbridge. On the Lethbridge campus, students can pursue all programs and majors offered by the Faculty of Management. The Calgary and Edmonton campuses serve adult learners who may be in the work force wanting to further their education. These campuses offer the B.Mgt., Post-Diploma B.Mgt., second degree in Management, the PDA, and other Management Certificates. Combined Degrees programs (B.A./B.Mgt., B.Sc./B.Mgt., B.F.A. (New Media)/B.Mgt., B.H.Sc./B.Mgt., B.Mgt./B.Ed., and Post-Diploma B.Mgt./B.Ed.) cannot be completed in their entirety on the Calgary or Edmonton campuses, and all Combined Degrees applicants will be assigned to the Lethbridge campus (see Part 11 - Faculty of Management, Section 4, in the 2012/2013 UofL Calendar). For information on specific majors and minors for the Calgary and Edmonton campuses, please contact the campus offices.

#### Lethbridge Campus

Phone: 403-329-2153

Email: [undergrad.management@uleth.ca](mailto:undergrad.management@uleth.ca)

#### Calgary Campus

Phone: 403-571-3360

Email: [calgary.campus@uleth.ca](mailto:calgary.campus@uleth.ca)

#### Edmonton Campus

Phone: 780-424-0425

Email: [edmonton.campus@uleth.ca](mailto:edmonton.campus@uleth.ca)

**Grade**

**Required Courses:**

- \_\_\_\_\_ Management 2030 - Introduction to Organizational Behaviour
- \_\_\_\_\_ Management 2700 - Research Methodology
- \_\_\_\_\_ Management 3031 - Managing Responsibly in a Global Environment
- \_\_\_\_\_ Management 3050/Political Science 3420 - Human Resource Management
- \_\_\_\_\_ Management 3310 - Collective Labour Relations
- \_\_\_\_\_ Management 4310 - Advanced Organizational Behaviour
- \_\_\_\_\_ Management 4350 - Advanced Human Resource Management

**Two of:**

- \_\_\_\_\_ Management 3010 - Management Law
- \_\_\_\_\_ Management 3080 - Managerial Skill Development
- \_\_\_\_\_ Management 3315 - Diversity in Employment
- \_\_\_\_\_ Management 3320 - Public Sector Labour Relations
- \_\_\_\_\_ Management 3330 - Individual Employment Relations
- \_\_\_\_\_ Management 3340 - Collective Agreement Arbitration
- \_\_\_\_\_ Management 3360 - Organization Theory
- \_\_\_\_\_ Management 3370 - Strategic Career Management
- \_\_\_\_\_ Management 3390 - Canadian Trade Unions
- \_\_\_\_\_ Management 3650 - Introduction to International Management
- \_\_\_\_\_ Management 3810 - Administrative Law
- \_\_\_\_\_ Management 3901 - Professional Consulting
- \_\_\_\_\_ Management 3920 - Project Management
- \_\_\_\_\_ Management 4330 - Collective Bargaining
- \_\_\_\_\_ Management 4370 - Leadership in Organizations
- \_\_\_\_\_ Management 4390 - Leading Organizational Change
- \_\_\_\_\_ Management 4901 - Applied Consulting

**One of:**

- \_\_\_\_\_ Psychology 2030 - Methods and Statistics
- \_\_\_\_\_ Statistics 1770 - Introduction to Probability and Statistics

**Notes**

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