



Name: \_\_\_\_\_

ID: \_\_\_\_\_

Advisor: \_\_\_\_\_

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

## Program Planning Guide

Calendar Year: 2013/2014

Faculty: Management - Year 1  
Management/Education - Years 2, 3, & 4

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)

The Post Diploma B.Mgt./B.Ed. combined degrees program with a General Management/Career and Technology Studies (CTS): Business Focus major is a minimum of 35 courses in length. Students begin the program classified as Pre-Post-Diploma B.Mgt./B.Ed. in the Faculty of Management. After completing one or two semesters and Education 2500, students apply to the Faculty of Education (for Fall admission only). Students are not officially in the Post-Diploma Combined Degrees program until they have been admitted to BOTH the Faculty of Management and the Faculty of Education.

### Admission to the Faculty of Management

A student may gain admission to the Post-Diploma Bachelor of Management Degree program by completing an approved diploma in business administration or management with a cumulative program grade point average (GPA) at or above the current admission cut-off and not less than 2.0.

Students with an Accounting Diploma may choose any Post-Diploma major. Students with an approved diploma with a major other than Accounting may select any Post-Diploma major except Accounting.

### Qualifying Program

Some approved college diplomas are not directly admissible to the Post-Diploma Bachelor of Management Degree program (based on program content). For these diplomas, a student may enter the Post-Diploma Bachelor of Management Degree program by successfully completing the Qualifying program.

A student may gain admission to the Qualifying program by completing one of these approved diplomas in business administration, management, or a related discipline with a cumulative grade point average (GPA) at or above the current admission cut-off and not less than 2.0.

The following courses must be completed by students admitted to the four-course qualifying program:

- Management 2400 - Management Accounting
- Management 3040 - Finance
- Management 3080 - Managerial Skill Development

<sup>1</sup> One of: Writing 1000 - Introduction to Academic Writing  
A university English course

<sup>1</sup> Once admitted to the Post-Diploma Bachelor of Management program, Writing 1000 or a university English course will be used as a Fine Arts/Humanities elective, and a 3000/4000 Management course must be taken to replace it to ensure that Qualifying students take a total of 39 courses.

Students in the Qualifying program cannot take courses which are part of the degree unless they receive permission from an academic advisor. If students take these courses without obtaining permission in advance, these courses will not count toward the 20-course Post-Diploma degree. Please refer to the 2013/2014 University of Lethbridge Calendar (Part 11 - Faculty of Management), or consult the Management Undergraduate Programs Office (E480; tel. 403-329-2153).

### General Liberal Education Requirement

Within your Post-Diploma program, you must complete a minimum of seven Arts and Science or Fine Arts courses that are required to meet a modified General Liberal Education Requirement (please see the 2013/2014 Calendar, p. 88) as follows:

- three courses from List I - Fine Arts and Humanities Courses
- two courses from List II - Social Science Courses
- two courses from List III - Science Courses

### Duplicated Courses

Students who are admitted to the Post-Diploma Bachelor of Management program cannot receive credit for courses at the University of Lethbridge for which they have equivalent credit in their diplomas. For example, a student with a business diploma who has completed a transferable marketing course in the diploma cannot take Management 2020 - Marketing at the University of Lethbridge for credit. Substitute courses will be assigned by the Faculty of Management to replace any courses for which they have equivalent credit. Substitute courses must be approved by the Faculty of Management. Diploma courses that satisfy Core Requirements must have a minimum grade requirement of 'C'. Students are strongly encouraged to consult with an academic advisor if they have questions.

### 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 Professional Diploma in Accounting, 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 2013/2014 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)

### Admission to the Faculty of Education

- \_\_\_\_\_ 1. Minimum cumulative grade point average of 2.50 calculated on all UoFL and transferable courses completed within the semesters containing the last 20 courses. If any part of the diploma falls within the last 20 courses (60.0 credit hours), the entirety of the diploma (i.e., diploma GPA) is considered in the computation.
- \_\_\_\_\_ 2. Minimum cumulative grade point average of 2.50 on all graded courses comprising the major, including all diploma courses. At least 8 courses in the major (24 credit hours) are required for admission eligibility.
- \_\_\_\_\_ 3. Credit in Education 2500 (including a favourable recommendation from the instructor).
- \_\_\_\_\_ 4. Completion of the Writing Proficiency Requirement as described on the next page.

General Management/  
Career and Technology Studies (CTS): Business Focus

Post-Diploma Bachelor of Management/Bachelor of Education

**Writing Proficiency Requirement**

Demonstrated proficiency in written and oral English by the June 1 document deadline. A student may meet the Writing Proficiency Requirement in any of the following ways:

- obtaining a grade of 75 percent or higher on the English Language Arts 30-1 Alberta Diploma exam
- obtaining a final grade of 80 percent or higher in English Language Arts 30-1 or its equivalent from any province
- obtaining a grade of 'B' (3.00 on a 4.0 scale) or higher in Writing 1000
- obtaining a grade of 'B' (3.00 on a 4.0 scale) or higher in a university English course
- successful completion of a recognized degree from an English-language university

**Management and Education Degree Requirements**

1. A minimum grade of 'C-' is required in Statistics 1770; Writing 1000 OR a university English course; all Management courses; and all courses in the major marked with an asterisk (\*) in the 2013/2014 Calendar. Students who take Economics 1010 and/or Economics 1012 as part of their degree requirements must achieve a minimum grade of 'C-'.  
*Note: The Faculty of Management requires that students complete Writing 1000 or a university English course with a minimum grade of 'C-'. However, if a student chooses to meet the Faculty of Education's Writing Proficiency Requirement (WPR) by completing Writing 1000 or a university English course, a minimum grade of 'B' is required.*
2. Completion of the General Major in Management as indicated in the suggested sequence below.  
*Note: Students who choose to complete a Management major other than General Management may be required to extend their program beyond 35 courses.*
3. Completion of the modified General Liberal Education Requirement.
4. Completion of the equivalent of 20 Education courses (as indicated in the suggested sequence below) and maintenance of a program grade point average of 2.50 in Education courses.
5. Maintenance of a cumulative grade point average of 2.50 in the Career and Technology Studies (CTS): Business Focus Education major and in all Education courses.

Below is a suggested sequence plan for the Post-Diploma B.Mgt./B.Ed. General Management Career and Technology Studies (CTS): Business Focus program.

Prerequisites and corequisites as of 2013/2014 are given in parentheses below each applicable course; where more than one prerequisite/corequisite is required, items are separated by semi-colons. Check the current Calendar/Timetable for current prerequisites and corequisites.

**Notes**

**IMPORTANT: Prerequisites and corequisites are subject to change annually. Consult the current Calendar or Timetable.**

You are required to meet all prerequisites for individual courses in the Post-Diploma program. You are strongly cautioned to meet all prerequisites in your chosen major. If the major selected is different from that in your college diploma program, be aware that you may lack the prerequisites. For further information, please refer to the 2013/2014 University of Lethbridge Calendar (Part 15 - Courses) or consult the Management Undergraduate Programs Office (E480; tel. 403-329-2153).

<sup>1</sup> Education 2500 may also be taken in Spring or Summer semester.

**Residence Requirement**

All students must complete at least 30 courses at the University of Lethbridge including a minimum of eight Management courses and 15 Education courses (three Professional Semesters).

**Sequencing**

Courses in this major may not be offered every semester. Students should consult current timetables.

Students may opt to take Summer Session courses which may reduce the overall length of time required to complete the degree.

Sequencing of courses will vary for part-time students.

**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 or the Minor Program Planning Guides available online at [www.uleth.ca/ross/program-planning](http://www.uleth.ca/ross/program-planning)).

**Year 1 FALL (Sept - Dec)**

EDUC 2500 <sup>1</sup> - Practicum I - Orientation to Teaching (PREREQS: 2nd-year standing)
MGT 3061 - Information Systems and Management
STAT 1770 - Introduction to Probability and Statistics (PREREQS: One of MATH 30-1, MATH 30-2, Pure MATH 30, or MATH 0500)
One of: WRIT 1000 or a university English course ( <i>Fine Arts &amp; Humanities</i> )
Social Science course

**SPRING (Jan - Apr)**

MGT 2070/ECON 2070 - Operations and Quantitative Management (PREREQS: STAT 1770; 2nd-year standing)
MGT 2700 - Research Methodology (PREREQS: MGT 2030; One of PSYC 2030 or STAT 1770)
MGT 3031 - Managing Responsibly in a Global Environment (PREREQS: ECON 1010; ECON 1012; One of WRIT 1000 or a university English course)
MGT Elective - 3000/4000 level
Fine Arts & Humanities course

**Admission to the Faculty Education**

**Year 2 FALL (Sept - Dec)**

Professional Semester I (PS I)
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**SPRING (Jan - Apr)**

MGT 3050/POLI 3420 - Human Resource Management (PREREQS: One of MGT 2030 or a 2000 level course in Political Science; One of WRIT 1000 or a university English course)
MGT 3650 - Introduction to International Management
MGT Elective - 3000/4000 level
MGT Elective - 3000/4000 level
Fine Arts & Humanities course

**Year 3 FALL (Sept - Dec)**

MGT 4090 - Management Policy and Strategy (PREREQS: 4th-year standing; MGT 2020; MGT 3031; MGT 3040; MGT 3050/POLI 3420; MGT 3061)
Education Foundation course
Elective - Education
Elective - Education
Elective - Education

**SPRING (Jan - Apr)**

Professional Semester II (PS II)
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**Year 4 FALL (Sept - Dec)**

Professional Semester III (PS III)
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