

May 2023

Dear ADMN Majors:

Understanding the Undergraduate Academic Calendar

It is every students' responsibility to become familiar with the information provided in the University Calendar and to ensure that the courses you take fulfil your requirements to graduate. It is important to read and understand the requirements for your education. Each student is ultimately responsible to plan and complete their degree. The calendar can be found on the Trent University website at <https://www.trentu.ca/registrar/academic-calendar/undergraduate-calendar>

From the undergraduate academic calendar, table of contents, here are a few key sections to review:

Section Welcome to Trent

- Using the Academic Calendar
- Important Dates

Section Academic Programs

- Degree Requirements
- Business Administration section for information on requirements for single major, joint majors, specializations and course descriptions including pre-requisites.

Section Policies and Administration

- Late Withdrawal from Courses
- Academic Load and Course Overload
- Formal Examination Period
- Grades
- Academic Petitions and Appeals
- Academic Integrity

Course planning for your degree

To graduate you need to meet the requirements for: a) your major, b) specialization (if you choose to add one) and c) your degree.

You need a 60% in ADMN 1000H and ADMN 1221H. You can continue on to upper year ADMN credits with the D grade (50-59%) but you will need to retake ECON 1010H or 1020H and achieve a grade of 60% in order to graduate. ADMN 1221H is a required course for the accounting specialization and all specialization courses require a grade of 65% or higher.

You also need a 60% in ECON 1010H and 1020H. The pre-requisite to take ECON 2200H (required course) has changed to simply a passing grade in ECON 1010H or 1020H. However, if you get a D grade (50-59%) you will need to retake ECON 1010H and/or 1020H and achieve a grade of 60% in order to graduate.

What Academic Calendar year would you use? Students must normally satisfy the Program Requirements in effect at the time of their declaration of major to the program. As changes are made to program requirements, students may choose to complete their studies under the program requirements of any subsequent Academic Calendar provided they

were enrolled in the program during that academic year and meet these requirements in their entirety. Joint-majors must use the same calendar year for both major programs.

You will find a **course planning sheet** attached where you can draft out your courses for second, third, and fourth year as well as the list of university degree requirements and courses required in each specialization. By creating a course plan, you can make sure you have taken the necessary pre-requisite for each course and take part in placements or internships in fourth year. Careful course planning is critical in many of the specializations in order to meet the requirements to graduate. Course descriptions can be found in the undergraduate academic calendar as well.

Experiential Learning Opportunities

Trent School of Business (TSB) students are fortunate to have a variety of experiential learning opportunities:

- Internships in fourth year (Sept. or Jan. start)
- Placements in fourth year (May, Sept. or Jan. start)
- NEW Community based research course in fourth year (Sept. start)
- Consider studying abroad in third or fourth year
- Consider the ADMN summer field course in South Africa (third or fourth year students)

Consider an experiential learning opportunity now!

Note – We also offer **Co-ops in Business, Accounting and Economics**. These are direct entry special admissions programs right out of high school. Coops are continuous studies (no summer breaks, students will either study or work) and have three 4-month work terms. If you did not receive an offer of admissions for a co-op program before you began your studies at Trent, then you are NOT registered in this program. If you are not registered in a co-op program, then you should not be applying for jobs (including summer jobs) that are advertised for co-op students and you cannot take COOP 2000H.

Advising Help

If you need help developing your course plan you can reach out to the Durham advising team or the Peterborough campus University advisors found in each College.

Durham Campus <https://www.trentu.ca/durham/academics/academicadvising>

Peterborough Campus <https://www.trentu.ca/advising/meet-advisor>

You can also book an Trent School of Business (TSB) Department advising appointment (in-person, over zoom or by telephone) with myself, Deb Earle or Cindy Quadros by using the below link. We are happy to help with course planning as well as information on placements and internships. We are Department advisors, so we cannot help with topics such as petition for late withdrawal, academic suspensions or exemption to degree requirements as well as grade appeals.

TSB Student appointments can be booked at

<https://outlook.office365.com/owa/calendar/TrentSchoolofBusinessCoursePlanning@trentu.onmicrosoft.com/bookings/>

Have a wonderful summer.
Deb Earle
TSB Department Coordinator

School of Business, Trent University, Course Planning Sheet

Each box represents a half credit (40 half credits required for a 20 credit Honours degree).

Year 1		Fall		Winter		Summer
	1		1		1	
	2		2		2	
	3		3		3	
	4		4		4	
	5		5		5	
Year 2		Fall		Winter		Summer
	1		1		1	
	2		2		2	
	3		3		3	
	4		4		4	
	5		5		5	
Year 3		Fall		Winter		Summer
	1		1		1	
	2		2		2	
	3		3		3	
	4		4		4	
	5		5		5	
Year 4		Fall		Winter		Summer
	1		1		1	
	2		2		2	
	3		3		3	
	4		4		4	
	5		5		5	

Checklist University Degree Requirements (from the undergraduate academic calendar)

- an Academic Status of "Good Standing" in your final year
- at least 3.0 credits, with a grade of 60% or higher, leading to majors in different disciplines
- no more than 7.0 1000-level credits count towards your degree
- a maximum of one credit with a D grade (50 to 59%) in courses in a major or each joint-major or minor
- at least 0.5 credit from the Approved Indigenous Course List (see Academic Calendar). *This requirement applies to all students beginning studies at Trent in the Fall 2018 term or thereafter
- total credits required: 20.0 for Honours degree
- minimum Cumulative Average: 65% for Honours degree
- minimum credits required at the 3000- or 4000-level: 7.0 for Honours degree
- maximum credits allowed in a discipline: 13.0 for Joint Major Honours and does not apply for single major BBA degree
- required science credits, if applicable: 14 for Honours degree, required math credit
- minimum credits taken at Trent University: 10.0 for Honours degree
- REMEMBER TO APPLY TO GRADUATE

1. Checklist Single major (11.5 ADMN credits) BBA Honours degree from 23/24 calendar

Level 1000 Required Courses (2.5 credits):

ADMN-1000H – Contemp. Issues in Management (minimum grade of 60%)

ADMN-1221H – Financial Accounting (minimum grade of 60%)

ECON-1010H – Intro to Microeconomics (minimum grade of 60%)

ECON-1020H – Intro to Macroeconomics (minimum grade of 60%)

ADMN-ECON-1250H – Intro to Math for Economics and Management (pre-requisite 2.0 Univ. credits) can be taken year 1 winter or year 2

Level 2000 Required Courses (3 credits):

ADMN-2010H – Management Skills (pre-requisite 2.0 Univ. credits)

ADMN-2100H – Intro to Marketing (pre-requisite 1.0 ADMN credit or 0.5 ADMN and MDST 1535H)

ADMN-ECON – 2200H – Intro to Statistics (pre-requisite passing grade or higher in ECON 1010H & 1020H)

ADMN-2220H – Organizational Behaviour (pre-requisite 1.0 ADMN credit)

ADMN-2230H – Human Resource Management (pre-requisite 1.0 ADMN credit)

ADMN-2510H – Organizational Theory (pre-requisite 1.0 ADMN credit)

Level 3000 Required Courses (1.5 credits):

ADMN-3021H – Managerial Accounting (pre-requisite ADMN 1221H or 2021H)

ADMN-3200H – Financial Management (pre-requisite ADMN 1221H or 2021H and 2200H)

ADMN-3300H – Personal Ethics (pre-requisite 9 Univ. credits including 3 ADMN credits including ADMN 2010H)

Level 4000 Required Courses (1.0 credit):

ADMN-4030H – Strategic Management (pre-requisite 14.0 Univ. credits including 5 ADMN credits including ADMN 2100H, 3021H, 3200H and 3300H)

ADMN-4101H – Thinking About Management (pre-requisite 12.0 Univ. credits including 5 ADMN credits)

Required ADMN Electives (3.5 credits (7 half courses) at the 3000/4000 level):

Students may count ADMN specialization credits at the 3000 and 4000 level toward the requirement of 3.5 ADMN elective credits at the 3000 or 4000 level in the BBA program.

Additional Trent elective credits as you need 20 credits to complete your Honours degree with minimum cumulative average of 65%.

The [Undergraduate Calendar - Office of the Registrar - Trent University](#) is the authoritative version of this document.

2. Checklist Joint major (8 ADMN credits); Honours Degree (Arts or Science) 23/24 calendar

Level 1000 Required Courses (2.0 credits):

ADMN-1000H – Contemp. Issues in Management (minimum grade of 60%)

ADMN-1221H – Financial Accounting (minimum grade of 60%)

ECON-1010H – Intro to Microeconomics (minimum grade of 60%)

ECON-1020H – Intro to Macroeconomics (minimum grade of 60%)

Level 2000 Required Courses (2.5 credits):

ADMN-2010H – Management Skills (pre-requisite 2.0 Univ. credits)

ADMN-2100H – Intro to Marketing (pre-requisite 1.0 ADMN credit or 0.5 ADMN and MDST 1535H)

ADMN-ECON – 2200H – Intro to Statistics (pre-requisite passing grade or higher in ECON 1010H & 1020H)

ADMN-2220H – Organizational Behaviour (pre-requisite 1.0 ADMN credit)

ADMN-2510H – Organizational Theory (pre-requisite 1.0 ADMN credit)

Students in the joint-major Honours program are strongly recommended to take ADMN 2230H Human Resource Management.

Level 3000 Required Courses (1.5 credits):

ADMN-3021H – Managerial Accounting (pre-requisite ADMN 1221H or 2021H)

ADMN-3200H – Financial Management (pre-requisite ADMN 1221H or 2021H and 2200H)

ADMN-3300H – Personal Ethics (pre-requisite 9 Univ. credits including 3 ADMN credits including ADMN 2010H)

Level 4000 Required Courses (0.5 credit):

ADMN-4030H – Strategic Management (pre-requisite 14.0 Univ. credits including 5 ADMN credits including ADMN 2100H, 3021H, 3200H and 3300H)

Required ADMN Electives (1.5 credits at the 3000/4000 level):

Additional Trent elective credits as you need 20 credits to complete your Honours degree with minimum cumulative average of 65%.

The [Undergraduate Calendar - Office of the Registrar - Trent University](#) is the authoritative version of this document.

3. Checklist Specialization in Accounting (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 5.5 credits.
- Each course requires a minimum grade of 65% and an overall average of at least 70%.

1.5 credits of ADMN 1221H, ADMN 3021H, & ADMN 3200H (taken as part of your major)

Students should take ADMN 1221H in first year. Students should take ADMN 3021H and ECON 2200H in the fall of second year and ADMN 3200H in either the winter of second year or no later than fall of third year.

1.5 credits from (normally taken in third year):

ADMN 3121H - Intermediate Management Accounting (pre-requisite 8.0 university credits including ADMN 3021H and 3 additional ADMN credits) (normally taken in third year):

ADMN 3221H - Intermediate Financial Accounting I (pre-requisite 8.0 university credits including ADMN 3021H and 3 additional ADMN credits) (normally taken in third year):

ADMN 3321H - Intermediate Financial Accounting II (pre-requisite ADMN 3221H) (normally taken in third year):

2.5 credits from:

ADMN-COIS 1620H - Introduction to Information Systems (pre-requisite COIS 1010H Digital World, normally taken in first year)

ADMN-3250H - Legal Environment of Business (pre-requisite 3 ADMN credits)

ADMN-3700H - Investments (pre-requisite ADMN 3200H)

ADMN-3710H - Taxation - Individual (pre-requisite 8.0 Univ. credits including ADMN 3021H and 3 additional ADMN credits)

ADMN-4300H - Financial Management II (pre-requisite ADMN 3200H)

ADMN-4301H - Auditing (pre-requisite ADMN 3221H)

ADMN-4302H - Advanced Management Accounting (pre-requisite ADMN 3121H)

ADMN 4303H - Advanced Financial Accounting (pre-requisite ADMN 3321H)

ADMN-4710H - Taxation - Corporate (pre-requisite ADMN 3710H)

Link to <https://www.cpaontario.ca/> Please note that meeting the requirements for a Specialization in Accounting is not the same as meeting the pre-requisite course requirements for admission into the CPA PEP. Students pursuing CPA should take **all of the courses** listed above except for ADMN 3700H. Even though CPA does not require ADMN 3700H it is recommended for breadth of knowledge.

For fourth year, consider applying for **the placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see <https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

4. Checklist Specialization in Economics (available Peterborough campus only) 23/24 calendar

- Available to single and joint majors.
- Requires 5.5 credits.
- Each course requires a minimum grade of 65%.

2.0 credits of ECON 1010H, 1020H, 2200H and 1250H (taken as part of your major)

3.5 credits from:

ECON-2000H - Intermediate Microeconomic Theory (pre-requisite 60% or higher in ECON 1010H & 1020H and a pass in ECON 1250H)

ECON-2010H - Intermediate Macroeconomic Theory (pre-requisite 60% or higher in ECON 1010H & 1020H and a pass in ECON 1250H)

ECON-3020H - Financial Economics (pre-requisite 60% or higher in ECON 1010H & 1020H)

ECON-3120H - International Finance (pre-requisite 60% or higher in ECON 1010H & 1020H)

ADMN-3700H - Investments (pre-requisite ADMN 3200H)

0.5 ECON credit beyond those required for the BBA (ECON 1010H, 1020H, 2200H & 1250H) **OR** ADMN-4870H – Placement (see below)

ECON credit in addition to the above (there are many cross listed ADMN ECON courses such as 3020H, 3022H, 3110H, 3120H, 3180H, and 3500H)

For fourth year, consider applying for **the placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see <https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

5. Checklist Specialization in Entrepreneurship (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 4.0 credits.
- Each course requires a minimum grade of 65%.

2.0 credits from:

ADMN 2080H – Market Research (pre-requisite 1 ADMN credit, **normally taken in second year**)

ADMN-3420H - Entrepreneurship (pre-requisite 3 ADMN credits)

ADMN-3430H - New Venture Planning (pre-requisite 3 ADMN credits including ADMN 1221H)

COIS-ADMN-3750H - Online Marketing (pre-requisite COIS-ADMN 1620H or ADMN 1000H)

2.0 credits from:

ADMN-3150H - Advertising (pre-requisite ADMN 2100H)

ADMN-3170H - Retail Marketing (pre-requisite ADMN 2100H)

ADMN 3441H – Social Enterprise and Social Innovation (pre-requisite 9 University credits)

ADMN 3550H – Operations Management (pre-requisite 9 University credits, including 3 ADMN credits including ADMN-ECON 2200H)

ADMN-3560H - Organizational Analysis (pre-requisite 9 Univ. credits including 3 ADMN credits including ADMN 1221H, 2010H and 2100H)

ADMN-4870H - Placement (see below)

ADMN-4450H - Sustainability (pre-requisite 12 Univ. credits including 5 ADMN credits)

For fourth year, consider applying for **the placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see <https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

6. Checklist Specialization in Ethics and Sustainability (available Peterborough campus only)

23/24 calendar

- Available to single and joint majors.
- Requires 4.0 credits.
- Each course requires a minimum grade of 65%.

0.5 credit of ADMN 3300H (taken as part of your major)

1.0 credits from:

ADMN-4250H - Business Ethics & Corporations (pre-requisite 12 Univ. credits including 5 ADMN credits including ADMN 3300H)

ADMN-4260H - Ethics & Capitalism (pre-requisite 12 Univ. credits including 5 ADMN credits including ADMN 3300H)

ADMN-4450H - Sustainability (pre-requisite 12 Univ. credits including 5 ADMN credits)

1.0 credit from (check the pre-requisites in selecting these courses):

PHIL-1100H Intro to Philosophy: Moral and Political

PHIL-2110H - Moral Issues

PHIL-2390H - Biomedical Ethics

PHIL-3110H - Classics in Ethical Theory

PHIL-POST-3140H - Justice and Rights

PHIL-POST-3180H - Social and Political Philosophy

ERST-PHIL-3301H - Environmental Ethics*

ERST-PHIL-3302H - Animals and Society*

PHIL-COIS-3370H - Cyberethics

PHIL-4310H - Advanced Topic in Value Theory

1.0 credit from (check the pre-requisites in selecting these courses):

ERST-POST-2100H - Environmental Science and Politics

ERST-CAST-POST-3120H - Canadian Environmental Policy

ERSC-3160H - Community Based Natural Resource Management

ERST-3250H - Introduction to Environmental Law

ERSC-PHIL-3301H - Environmental Ethics*

ERST-PHIL-3302H - Animals and Society*

HIST-ERST-3756H - Environmental Crisis from the Atomic Bomb to Global Warming

ERST-4140H - Climate and Energy Policy

ERSC-PHIL- 4705H - Environmental Aesthetics and Environmental Imagination

INDG-ERST-IESS-4730Y - Sustainable Indigenous Communities

ERSC-ERST-4801H - Greening the campus - Restoring and Sustaining Green Infrastructure

0.5 additional credit from the courses listed above Note – *ERST-PHIL 3301H or 3302H may only count towards one list

In fourth year consider applying for a placement or internship course.

7. Checklist Specialization in Finance (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 5.5 credits.
- Each course requires a minimum grade of 65% and an overall average of at least 70%.

0.5 credit of ADMN-3200H (taken as part of your major)

1.0 credit of ADMN-3700H and 4300H

ADMN-3700H - Investments (pre-requisite ADMN 3200H)

ADMN-4300H - Financial Management II (pre-requisite ADMN 3200H)

0.5 credit from ADMN-4700H or 4720H

ADMN-4700H - Derivatives (pre-requisite ADMN 3200H)

ADMN-4720H – Financial Markets and Institutions (pre-requisite 12 Univ. credits including 5 ADMN credits including ADMN 3200H)

1.5 credits from:

ECON-2000H - Intermediate Microeconomic Theory (pre-requisite 60% or higher in ECON 1010H & 1020H and a pass in ECON 1250H)

ECON-3020H - Financial Economics (pre-requisite 60% or higher in ECON 1010H & 1020H)

ECON-3200H - Econometrics (pre-requisite ECON-ADMN 2200H & 2250H; Pre or -Co-requisite ECON 2000H & 2010H)

1.0 MATH credit from:

MATH-1005H - Applied Calculus

MATH-1110H - Calculus I

MATH-1120H - Calculus II

MATH-1350H - Linear Algebra I

MATH-1550H - Probability

1.0 credit from (check the pre-requisites in the calendar before selecting these courses):

ADMN-4700H or ADMN 4720H if not taken above

ADMN-3250H - Legal Environment of Business

ADMN-3550H - Operations Management

COIS-1400H - Data Science

COIS-3510H - Data Visualization

ECON-3000H – Intermediate Microeconomic Theory II

ECON-3110H – International Trade

ECON-3120H - International Finance

ECON-4200H - Topics in Economics

MATH-3510H – Mathematical Finance

MATH-4510H – Mathematical Risk Management

In fourth year consider applying for a placement or internship course.

8. Checklist NEW Specialization in Global Innovation, Entrepreneurship and Social Change (available Peterborough campus only) 23/24 calendar

- Available to single and joint majors.
- Requires 4.0 credits.
- Each course requires a minimum grade of 65%.

1.0 credit of:

ADMN-IDST 1030H – Globalization, transnational Corporations, and International Development (see IDST)

ADMN-IDST 2030H – Social Entrepreneurships and innovation in the Global South (see IDST)

3.0 credits from:

ADMN-IDST 3030D – Social Entrepreneurship and Innovation Field Course (see IDST)

ADMN-POST-ECON 3123H – The Politics of Global Finance (see POST)

ADMN-ECON 3110H – International Trade (see ECON)

ADMN-ECON 3120H – International Finance (see ECON)

ADMN-ECON-IDST 3310H – The Economics of Developing Countries (see ECON)

ADMN-ECON-IDST 3330H – The Economics of Global Interdependence (see ECON)

ADMN 3420H – Entrepreneurship (pre-requisite 3 ADMN credits)

ADMN 3441H – Social Enterprise and Social Innovation (pre-requisite 9 University credits)

IDST-POST 3220H – Global Political Economy (see IDST)

Note - Students in the BBA program or a joint-major program in Business Administration and a subject other than International Development Studies may include any of IDST 1001H Human Inequality in Global Perspective, IDST 1002H Issues in Global Human Inequality, or IDST 4100H International Development Studies in an Economic Context.

9. Checklist Specialization in Human Resources Management (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 5.0 credits.
- Each course requires a minimum grade of 65% and an overall average of at least 70%.

2.0 credits of ADMN 1221H (taken in first year), 2220H, 2230H (both taken in second year) & 3021H (taken in third year) all as part of your major

Students completing this specialization are strongly recommended to take ADMN-COIS 1620H - Introduction to Information Systems (pre-requisite COIS 1010H Digital World).

Students are also strongly recommended to take ADMN 3290H Canadian Employment Law. This is a new course available for the first time in 23/24.

3.0 credits from:

ADMN-3220H - Organization Selection in the Canadian Workplace (pre-requisite ADMN 2220H and 2230H)

ADMN-3230H - Training, and Development (pre-requisite ADMN 2220H and 2230H)

ADMN-3260H - Perspectives on Occupational Health and Safety (pre-requisite ADMN 2220H and 2230H)

ADMN-3270H - Human Resource Planning (pre-requisite ADMN 2220H and 2230H)

ADMN-3280H - Motivation and Compensation Systems (pre-requisite ADMN 2220H and 2230H)

ECON-3500H - Economics of Industrial Relations (pre-requisite 60% or higher in ECON 1010H & 1020H)

Link to <https://www.hrpa.ca/> Upon successful completion of the 5.5 credits associated with the Specialization in Human Resource Management, students will have satisfied all of the course requirements for the “Certified Human Resources Professional Designation™” and be eligible to write the National Knowledge Exam.

Many students will complete the specialization courses in third year and then in fourth year, will apply for the **placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see

<https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

10. Checklist Specialization in Information Systems & E-Commerce (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 4.5 credits.
- Each course requires a minimum grade of 65%.

1.0 credit from:

COIS-ADMN-1620H - Information Systems (pre-requisite COIS-ADMN 1010H, **normally taken in first year**)

COIS-2620H - Systems Analysis/Design (pre-requisite COIS-ADMN 1620H)

2.05 credits from:

COIS-1010H – Digital World (**normally taken in first year**)

COIS-1020H - Programming I (pre or co-requisite COIS 1010H, **normally taken in first year**)

COIS-2240H – Software Design and Modelling (pre-requisite COIS 1020H)

COIS 2430H – Web Development 1: Front End (pre-requisite COIS 1020H or 1400H)

1.0 credit from:

COIS-ADMN-3750H - Online Marketing (pre-requisite COIS 1620H or ADMN 1000H)

COIS-ADMN 3850H – Project Management (pre-requisite 10 university credits or COIS 2240H or COIS 2620H)

ADMN-4870H - Placement (see below)

0.5 credit from:

COIS-3030H - Software Specification (pre-requisite COIS 2240H)

COIS-3400H - Database Management (pre-requisite COIS 1020H)

COIS-3430H – Web Development 2: Back End (coming 24/25, this year can still take COIS 3420H Web Application Development, pre-requisite COIS 2020H or 2240H)

For fourth year, consider applying for **the placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see <https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

11. Checklist Specialization in Marketing & Consumer Culture (available Peterborough and Durham campus) 23/24 calendar

- Available to single and joint majors.
- Requires 4.0 credits.
- Each course requires a minimum grade of 65%.

0.5 credit of ADMN 2100H (taken as part of your major in second year)

2.0 credits from:

ADMN-2080H - Managerial & Market Research (pre-requisite 1 ADMN credit, normally taken in second year)

ADMN-3150H - Advertising (pre-requisite ADMN 2100H)

ADMN-3170H - Retail Marketing (pre-requisite ADMN 2100H)

ADMN-4160H - Branding (pre-requisite ADMN 2080H and 3150H)

1.5 credits from:

ADMN-2410H - Communications in Organizations (pre-requisite 2 ADMN credits including ADMN 1000H)

ADMN 3550H – Operations Management (pre-requisite 9 University credits, including 3 ADMN credits including ADMN-ECON 2200H)

ADMN-3560H- Organizational Analysis (pre-requisite 9 Univ. credits including 3 ADMN credits including ADMN 1221H, 2010H and 2100H)

COIS-ADMN-3750H - Online Marketing (pre-requisite COIS-ADMN 1620H or ADMN 1000H)

ADMN-4870H - Placement (see below)

For fourth year, consider applying for **the placement course ADMN 4870H** (pre-requisite minimum 72% cumulative average, 12.0 university credits of which 5.0 must be ADMN credits) and secure an experiential learning position with a local agency and a half credit. 100 hours, roughly one day per week for 12 weeks, normally unpaid. Application deadline July 15 for fall term, October 15 for winter term and March 15 for summer (S61) term. Put your name on the waitlist for the course and we will reach out to you with next steps. For more information see <https://www.trentu.ca/business/experience/undergraduate-experience/field-placement-and-internship>.

Or even better, in fourth year consider applying for an **Internship ADMN 4890Y**. Internships are time away from school (a break in studies) where students are in paid, full-time work, for 6, 8 or 12 consecutive months, and students receive a full academic credit. Students must apply (minimum 75% cumulative average and 14.5 university credits) and compete for limited positions. Students must return to Trent for at least one term after completion of the internship hours. Application deadline is third year for participation in fourth year. Email schoolofbusinessinternships@trentu.ca for more information.

12. Checklist Specialization in Niigaaniwin – the Art of Leading (available Peterborough campus only) 23/24 calendar

- Available to single and joint majors.
- Requires 3.5 credits.
- Each course requires a minimum grade of 65%.

1.0 credit from:

INDG-1001H - Foundations of Indigenous Studies

INDG-1002H - Critical Incidents in Indigenous Life

2.5 credits from (check the pre-requisites in selecting these courses):

IESS-1001H - Foundations in Indigenous Environmental Studies & Science

INDG-ADMN-1500H - Foundations of Indigenous Community Development

INDG-ADMN-1510H - Foundations of Indigenous Community Economic Development

INDG-2001H - Indigenous Peoples and State Relationships

INDG-2002H – Indigenous Peoples and Resurgence

INDG-2100Y - Introduction to Indigenous Knowledge

INDG-ERST-IESS-2601Y - Introduction to Indigenous Environmental Studies

INDG-2800Y - Introduction to Nishnaabemowin

INDG-ADMN-3040H - The Meaning of Work in the Contemporary World

INDG-IDST-3050H – Indigenous and International Community Development

INDG-GEOG-3202H - Indigenous Peoples in Urban Centres - Selected Issues and Cities

INDG-3402H - Law and Indigenous Peoples - Litigating Aboriginal Rights

INDG-ERST-IESS-3631H - Issues in Indigenous Environmental Studies

INDG-ERST-IESS-3632H - Global Issues in Indigenous Environmental Studies

INDG-ADMN-4500H - Indigenous Perspectives on Twenty First Century Business and Organizational Issues

In fourth year consider applying for a placement or internship course.

13. Checklist Trent/Swansea Dual Degree Law & BBA Program 23/24 calendar

For more information on the Dual Degree Law Program, please email TrentSwanseaLaw@trentu.ca

For assistance with BBA planning (11.5 ADMN credits), please email deborahearle@trentu.ca

Available Peterborough and Durham campuses

Year 1 Trent - (5.0 credits)

Fall, ADMN-1000H – Contemp. Issues in Management (60% minimum grade)

Fall, ADMN-1221H – Financial Accounting (60% minimum grade)

Fall, ECON-1010H – Intro to Microeconomics (60% minimum grade)

Fall, elective 0.5 credit

Fall, elective 0.5 credit

Winter, ECON-1020H – Intro to Macroeconomics (60% minimum grade)

Winter, ADMN-2010H – Management Skills (pre-requisite 2.0 Univ. credits)

Winter, ADMN-3021H – Managerial Accounting (pre-requisite ADMN-1221H)

Winter, elective 0.5 credit

Winter, elective 0.5 credit (With the electives students should pick up the 0.5 credit in Indigenous Studies)

Year 2 Trent - (5.0 credits)

Fall, ADMN-2100H – Intro to Marketing ((pre-requisite 1.0 ADMN credit or 0.5 ADMN and MDST 1535H)

Fall, ADMN-2220H – Organizational Behaviour (pre-requisite 1.0 ADMN credit)

Fall, ADMN-2230H – Human Resource Management (pre-requisite 1.0 ADMN credit)

Fall, ADMN-ECON – 2200H – Intro to Statistics (pre-requisite passing grade or higher in ECON 1010H & 1020H)

Fall, elective 0.5 credit

Winter, ADMN-2510H – Organizational Theory (pre-requisite 1.0 ADMN credit)

Winter, ADMN-ECON-1250H – Intro to Math (pre-requisite 2.0 Univ. credits)

Winter, ADMN-3300H – Personal Ethics (pre-requisite 9 Univ. credits including 3 ADMN credits including ADMN 2010H) Note students may have to complete a pre-requisite waiver in order to register in this course.

Winter, ADMN third year level elective (replaces ADMN 3400H)

Winter, elective 0.5 credit

Year 3, 4, and 5 spent at Swansea University Law School, Wales, UK

5.0 transfer credits awarded for successful completion of LLP program (3 ADMN credits @ 3000 level and 2 Arts credits @ 3000 level)

Year 6 Trent - (5.0 credits)

ADMN-3200H – Financial Management (pre-requisite ADMN 1221H or 2021H and 2200H)

ADMN-4030H – Strategic Management (pre-requisite 14.0 Univ. credits including 5 ADMN credits including ADMN 2100H, 3021H, 3200H and 3300H)

ADMN-4101H – Thinking About Management (pre-requisite 12.0 Univ. credits including 5 ADMN credits)

2.5 LAWS credits consisting of LAWS 4000H, 4010H, 4020H, 4030H, and 4040H

1.0 elective credit