

# CONTINUING STUDIES@UVIC

Gain a new perspective on...

## Business Administration – Accelerated Option

DIPLOMA PROGRAM



**University  
of Victoria**

**For more information or to  
apply, please contact:**

Business and Management  
Programs  
250-721-8073/8072  
bmt@uvic.ca  
bmt.uvic.ca

Nine months or just under 274 days - that's how fast you can earn a business diploma through Continuing Studies at UVic. These days, we know many students graduating high school do not fit the traditional university student mold and are looking for study options that will improve their job prospects in the shortest amount of time possible. UVic's Division of Continuing Studies is proud to offer you the opportunity to gain the competitive edge you need in less than a year!

UVic's non-credit Diploma in Business Administration (DBA) - Accelerated program provides high school grads the unique opportunity to study a comprehensive business administration program and develop the practical knowledge and skills required for professional success. We've even structured the schedule to allow you to fit it around your work time. Start shaping some great career options for yourself today.

### **Entrance Requirements**

- Successful completion of Grade 12
- Motivation to complete an intensive business program

*No other pre-requisite course work required!*

**Ask about our partnership pathway to the Bachelor of Business Administration (BBA) program Royal Roads University!**

See other side for the 2019–20 schedule

**August 2019**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
19	20	21	22	23	24	25
26	27	28	29	30	31	

**September 2019**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**October 2019**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**November 2019**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**December 2019**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15

**January 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**February 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

**March 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
	24	25	26	27	28	29
30	31					

**April 2020**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24		

The following 14 courses comprise the Diploma in Business Administration:

- Business Administration
- Business Writing
- Interpersonal Business Communications
- Management Computing
- Finance
- Operations Management
- Financial Accounting
- Marketing
- Small Business Management
- Organizational Behaviour
- Management Accounting
- Strategic Leadership
- Strategic Management
- International Business

Classes run from 9 am until 4:30 pm on specific dates.

Applicants for this program are asked to contact the Business and Management Programs office to confirm diploma course offerings, specific dates, tuition fees, and to register.

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**Green:** UVic Class Time | **Yellow:** Work time