



# Business Administration

Courses ~~Required~~

Post-Baccalaureate Diploma in Accounting – Required  
Culinary Management Diploma – Required

Substitutable Courses: No

Transfer Credit: CPA, PMAC

Special Notes: Students with credit for BUAD 119 cannot take BUAD 209 for further credit.

Originally Developed: 1993

EDCO Approval: May 12<sup>th</sup>, 2016

Chair's Approval:



**Evaluation Procedure**

Team Assignments/Moot Courts	40%
Mid-term Exam	20%
Final Exam*	40%
Total	100%

\*Students must pass the final exam to pass the course.

**Notes****Assignment and Exam Policy:**

1. All assignments are due at the start of the lecture and on the date assigned by your professor. Late assignments beyond the end of class time will not be accepted.
2. Final exams will only be rescheduled in accordance with College policy as set out in the OC calendar; inconvenience to the student is not a valid reason for rescheduling an exam
3. Students must pass the final exam to pass this course.

**Class Format:**

We will be forming teams of max of 5 in the first class. These teams will work together for the duration of the term on all cases that are given to you for assignments and the moots. Each team will have a leader who will organize team meetings.

As there are 4 hours of class each week and considerable material to cover and learn, we



## **SKILLS ACROSS THE BUSINESS CURRICULUM**

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The Okanagan School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

## **STUDENT CONDUCT AND ACADEMIC HONESTY**

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### **What is the Disruption of Instructional Activities?**

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

### **What is Cheating?**

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely