

DIPLOMA IN BUSINESS ADMINISTRATION

Duration:

68 Weeks (4 Sem)

Campus:

Mississauga

Fees:

Domestic \$14,000 CAD

International \$16,000 CAD

Prerequisites:

High School Diploma or Equivalent

Age must be 18 years or above

English Proficiency

Start Dates:

Open Enrollment

6 Intakes for International Students

Find Out More:

<http://www.bitts.ca/>

For More Information:

www.bitts.ca

info@bitts.ca

[facebook.com/bittscanada](https://www.facebook.com/bittscanada)

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Phone:

+1 866 399 2055

+1 905 790 3940

Main Campus:

209-7420 Airport Road,

Mississauga, ON L4T 4E5

Canada

COURSE DETAILS

This is a Business Administration course with special emphasis on small businesses. Today's economies are mainly run by small business owners and completing a diploma with a focus on the special components of their needs is required. These include the fundamentals of computers, language, accounting and business. Students will be exposed to advanced aspects of business theory including management and finance. Students will tie in the theoretical knowledge gained with practical training for workforce preparation. Students learn skills necessary to organize tasks, supervise people and resolve financial problems. They are trained to know the functions of finance, marketing and how human behavior impacts the effectiveness of an organization. Students may also use the skills learnt in this program to continue into a graduate program at any institution of higher learning.

CURRICULUM

1. Introduction to Computers and Applications
2. Microsoft Office Applications
3. Business Communication
4. Business Mathematics
5. Management Principles and Practice
6. Statistics
7. Business Laws
8. Accounting Part I
9. Marketing Management
10. Human Resource Management
11. Microsoft Access and Outlook
12. Advertising Promotion and Customer Behavior
13. Organization Behavior
14. Managerial Finance
15. Accounting Part II
16. Quantitative methods in Business
17. Entrepreneurship
18. QuickBooks
19. Event Management
20. Management of international business
21. Business Research
22. International Business
23. Operations Management
24. Management information Systems
25. Taxation
26. Strategic Management
27. Database Management
28. Practicum

CAREER PROSPECTS

Graduates qualify to pursue employment in career fields like Business, Marketing, Finance but not limited to these aspects. The course prepares Entrepreneurs to launch their own independent business.