

Business (BUSN) Ontario College Diploma PART-TIME ONLINE

Frequently Asked Questions

Do I need to apply?

Part-time students must apply to this program through ontariocolleges.ca
Use the code BUSX. (This is the program code on OCAS.)

When can I start the program?

Intakes: September, January, May

How many courses do I take?

Full program details can be viewed on the [Program Outline](#).

Graduation requirements
18 Mandatory Courses
1 Optional Courses
2 Communications Courses
3 General Education Courses

Can I take this program online? What does online mean?

Yes! The online courses listed in the [Delivery schedule](#) document displays when courses are offered online *asynchronous* which means no live classes. You can log in to the course whenever it works best for you. Most courses have weekly deadlines you will have to meet. Classes are delivered combining self-directed lectures, group discussions and virtual instructor support.

You will not be required to be on campus for any part of the course – all lectures, tests, exams are online.

Please note – if you prefer to attend in-person, we do have on campus classes as well.

Wondering if studying online asynchronously is right for you?

If you are wondering whether studying online is right for you – review the information at the links below as it may be helpful!

<https://tlp-lpa.ca/learning-online>

<https://ecampusontario.pressbooks.pub/learnonline/chapter/chapter-1/>

How do I know which courses to take? Where can I see course fees?

We have set a schedule up for you – review the [delivery schedule](#) posted on the program page:

Study Business part-time

Ontario College Diploma

Build a solid foundation in business. Valuable hands-on experience to launch your career from here or take advantage of pathways to further studies.

Please refer to the [Business program page](#) for all of the main details, including admissions requirements.

[Delivery schedule](#)

[Information package](#)

[OntarioLearn equivalencies](#)

On this page:

- [Program information](#)
- [Course information](#)
- [How to apply](#)
- [Frequently asked questions](#)
- [Contact us](#)

Take the CareerMatch quiz

Ontario college partnership with McDonald's Canada

Articulation agreements

View more Business and Management programs

2023-2024 program outline

2023-2024 outline (PDF)

Program outline archive

You do not have to follow the schedule but it is **HIGHLY RECOMMENDED** so that you can find courses that are online.

What is the cost of the program?

There is no program fee when studying part-time.

As a part-time student, you can take 1, 2 or 3 courses at a time in any given semester.

Payment is per course, as you register.

The course fees change year-to-year and course to course. The best source for accurate fees is to check the [Business](#) webpage.

Course information

Course offerings and equivalents

Currently available courses are linked below. Please also see our course listings of available [General Education](#) and [Communications](#) courses for this program.

Course title	Course code	OntarioLearn equivalents
Business Finance	FNCE 2000	
Business Law	LAWS 2000	Business Law (ODE)
Customer Service	BUSI 2005	Customer Relations (ODE)
Entrepreneurship and Small Business	ENTR 2002	Entrepreneurship 2 (ODE)
Finance and Management Accounting	ACCT 1003	Managerial Cost Acctg (ODE)
Financial Accounting Principles 1	ACCT 1000	Financial Accounting 1 (ODE)
Human Resources Management Foundations	HJRM 1000	
Introduction to Marketing	MKTG 1000	Marketing 1 (ODE)

Click on Course name to view fees and schedule

PLEASE NOTE: course section details (like fees/start/end) only show while registration is open – if you are looking for fees and cannot see any section details, please use our screenshots in the pages below your fee estimate.

Sample Georgian College program course.

Financial Acctg. Principles 1

ACCT 1000

Course description

In this course, students are provided with knowledge of basic accounting procedures and theory. Students are taught the steps of the accounting cycle that result in useful information being produced for decision makers. Also included are adjusting entries, the preparation of financial statements, merchandising activities, and accounting information systems

Credits

3

Course Hours

42

Students registering for credit courses for the first time must declare a program at the point of registration. Declaring a program does not necessarily mean students must complete a program, individual courses may be taken for skill improvement and upgrading.

For more information, please [contact Continuing Education](#)

Available Courses

Unless stated, the course fee does NOT include the textbook(s). Not all courses have required textbooks. See [registration dates](#) for courses that are not yet open.

Financial Acctg. Principles 1 - ACCT 1000

Monday, Jan. 5, 2026

FULL

FINANCIAL ACCTG. PRINCIPLES 1 - ACCT 1000

Fee: \$344.4

Course registration number: 20209

Start: Monday, Jan. 5, 2026

End: Friday, April 17, 2026

Class times

Days	Times	Building - Room
		Online

Campus: Barrie

Why do some courses have (ODE) in the name?

These courses are offered through OntarioLearn. You can find more information on OntarioLearn in the [FAQs](#).

OntarioLearn courses are set up as equivalents to the Georgian College program courses. You can choose to take the ODE courses (when available) or the Georgian program courses.

NOTE: if you are taking courses through **OntarioLearn** you will receive login information via email from the OntarioLearn office.

When a Georgian College course is not available to be delivered online, we have listed an OntarioLearn course in the Delivery schedule. The majority of the Georgian courses have (ODE) equivalents set up. You can choose to take either course.

Sample OntarioLearn equivalent course (this is the ACCT1000 equivalent):

Financial Accounting 1 (ODE)

ACCT 1011

Course description

This subject introduces students to how accounting information is used by, and meets the needs of both internal and external users through effective and efficient communication as well as what accounting information is required by a business concern to reflect clearly the operating results of the enterprise over its operating life. Throughout the subject, students will be introduced to generally accepted accounting principles, the interpretation and preparation of financial statements and how this information is recorded in various business records

Credits

3

Course Hours

45

Students registering for credit courses for the first time must declare a program at the point of registration. Declaring a program does not necessarily mean students must complete a program, individual courses may be taken for skill improvement and upgrading.

Contact ol@georgiancollege.ca or call 705.722.1500 for more information.

[OntarioLearn information](#)

Available Courses

Unless stated, the course fee does NOT include the textbook(s). OntarioLearn textbooks can be ordered online through [apexbooks.ca](#)

Confirmation letters for each OntarioLearn course is sent to your Georgian [student email](#) with information on how to log in to your course. OntarioLearn courses are not available through Georgian's BlackBoard.

Financial Accounting 1 (ODE) - ACCT 1011

Tuesday, Jan. 13, 2026

OPEN

FINANCIAL ACCOUNTING 1 (ODE) - ACCT 1011

Fee: \$464

Course registration number: 20537

Start: Tuesday, Jan. 13, 2026

End: Tuesday, April 21, 2026

Class times

Days	Times	Building - Room
		Online

Campus: Barrie

How long will it take to complete the diploma?

This varies depending on how many courses you take each semester. Total courses: 24

3 courses per semester: finish in 8 semesters or 2.5 years

Example: Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter

2 courses per semester: finish in 12 semesters or 4 years

Example: Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter-Summer-Fall-Winter-Summer

What happens if I cannot take any courses one semester due to other commitments/circumstances?

You do not have to report or confirm the number of courses you take each semester – this is up to you and you can change the number of courses you take from semester to semester.

For example, you can start with 2 courses, then take 3 courses, then take 2 courses, etc. Remember that if you are not able to maintain a minimum 2 courses per semester, it will delay your timeline to completion.

You can take one semester off per year from taking courses if required. If you need an extended time away, please connect with us to discuss.

Can I transfer credits/use prior learning to fast track?

If you have significant work experience you can review our PLAR opportunities:

<https://www.georgiancollege.ca/admissions/credit-transfer/#transfer-in>

If you have taken post-secondary at another institution, you may be eligible for credit transfer and/or prior learning recognition (for example, Communications and General Education courses).

More information on the above options as well as the processes to apply for exemptions, visit the Credit for Prior Learning webpage link above.

If you have taken courses at Georgian in the past and they qualify for this program, they will automatically apply to your credential. You will see these courses in MyPath.

Are part-time students eligible for OSAP?

Part-time students MAY be eligible – this is individual and based usually on number of courses you take per semester. For more information, visit our [Financial Aid page](#).

QUESTIONS? We are here to help!

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