

Business Studies (BSTU) Certificate

PART-TIME

Frequently Asked Questions

Do I need to apply?

Part-time students do not go through an application process for this program. In order to register into courses, you will need a Georgian College student number and the major BSTU. Declaring a major allows you to take all courses under that major.

Create your student number online:

https://sis-ssb.georgiancollege.ca:9110/GEOR/wwginfo_pl.display_form

Majors are assigned through the Registrar's Office – please email registrar@georgiancollege.ca with “Declare a major BSTU” in the subject line. Include your student number and your intention to study part-time with this request.

Students can also call 705-722-1511 to declare a major.

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

5 Program Courses

Program Courses – mandatory

ACCT1000	Financial Accounting Principles 1
HURM1000	Human Resources Management Foundations
MATH1002	Mathematics of Finance
MGMT2000	Production and Operations Management
MKTG1000	Introduction to Marketing

Can I take this program online?

Yes, all courses can be taken online.

What is the cost of the program?

There is no program fee when studying part-time.

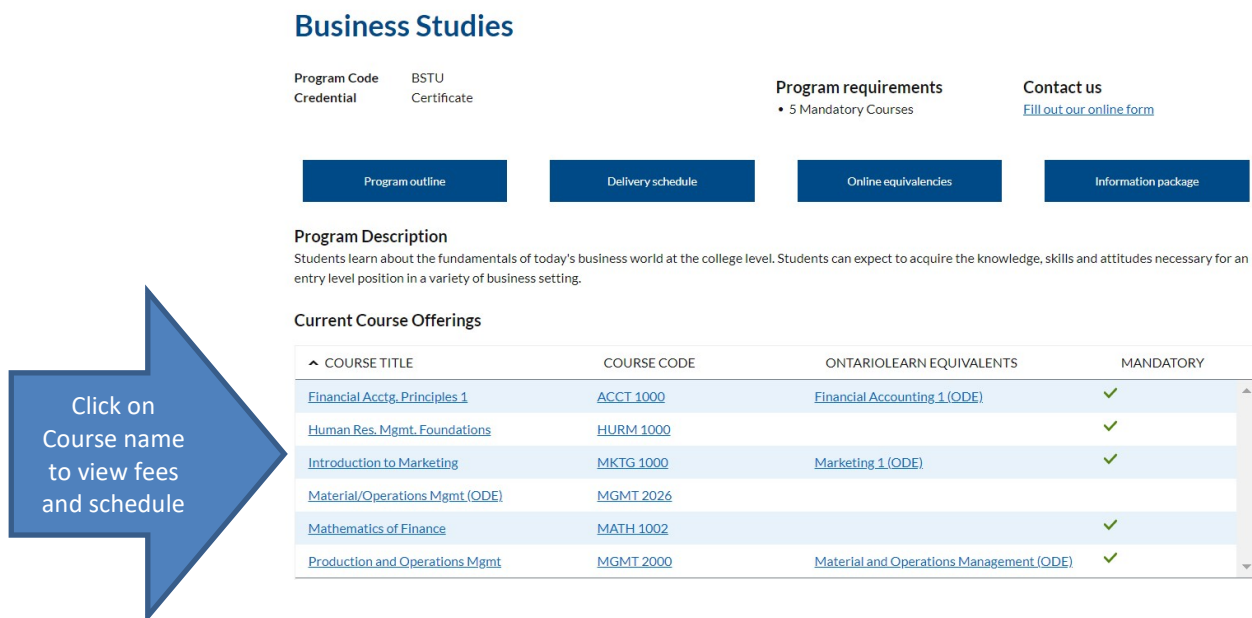
As a part-time student, you can take 1, 2 or 3 courses at a time in any given semester.

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 website:

<https://www.georgiancollege.ca/academics/part-time-studies/programs/business-studies-bstu/>

See screenshot below.



Business Studies

Program Code: BSTU
Credential: Certificate

Program requirements
• 5 Mandatory Courses

Contact us
[Fill out our online form](#)

[Program outline](#) [Delivery schedule](#) [Online equivalencies](#) [Information package](#)

Program Description
Students learn about the fundamentals of today's business world at the college level. Students can expect to acquire the knowledge, skills and attitudes necessary for an entry level position in a variety of business setting.

Current Course Offerings

COURSE TITLE	COURSE CODE	ONTARIOLEARN EQUIVALENTS	MANDATORY
Financial Acctg. Principles 1	ACCT 1000	Financial Accounting 1 (ODE)	✓
Human Res. Mgmt. Foundations	HURM 1000		✓
Introduction to Marketing	MKTG 1000	Marketing 1 (ODE)	✓
Material/Operations Mgmt (ODE)	MGMT 2026		
Mathematics of Finance	MATH 1002		✓
Production and Operations Mgmt	MGMT 2000	Material and Operations Management (ODE)	✓

Click on Course name to view fees and schedule

Each course listed links to course sections with fees:

Financial Acctg. Principles 1

ACCT 1000

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

Fee: \$344.40

Course registration number: 32728

Start: Monday, May 8, 2023

End: Friday, Aug. 18, 2023

Class times

Days	Times	Building - Room
Online		

Campus: Barrie

[Add to cart](#)

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

These courses are offered through OntarioLearn. OntarioLearn courses are set up as equivalents to the program courses. You can choose to take the ODE courses or the Georgian program courses. Find more information on OntarioLearn: <https://www.georgiancollege.ca/academics/online-learning/ontariolearn/#faq>

Note that fees for courses with (ODE) in the course name offered through OntarioLearn have a higher course fee due to additional fees for these courses. Course fees for a 42 hour (ODE) course will be approximately \$464.

How do I know which courses to take?

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

Business Studies

Program Code
Credential

BSTU
Certificate

Program requirements

- 5 Mandatory Courses

Contact us

[Fill out our online form](#)

Program outline

Delivery schedule

Online equivalencies

Information package

Program Description

Students learn about the fundamentals of today's business world at the college level. Students can expect to acquire the knowledge, skills and attitudes necessary for an entry level position in a variety of business setting.

How do I register?

Students with a student number who have been assigned the BSTU major can register into courses through the Continuing Education website program page: [BSTU](#)

Students can also register by calling 705-722-1511 or emailing registrar@georgiancollege.ca.

Most courses are available for registration (and viewing on the CE website) once the Add/Drop period begins for the upcoming semester. This is generally 2 weeks prior to the semester start date. The Add/Drop period can be found on our main website under IMPORTANT DATES in the drop down menus.

Some courses are available for registration earlier – you will see what is open on the CE website link above.) Or, contact Tammy – information at the bottom of this document and she can assist you with course availability and dates.

Registration questions? Watch this how-to video!

[Continuing Education - Georgian College - YouTube](#)

QUESTIONS? We are here to help!

Tammy Burke-Marson
Programming Support Assistant
tammy.burke-marson@georgiancollege.ca

Jenny Wilcox
Program Manager
Jenny.Wilcox@georgiancollege.ca