

## **GPRC Dual Credit and Business Administration**

### **Goals**

- Offer a program high school students are excited about
- Give students business knowledge that they can take with them into the workforce or build on when attending post-secondary after graduation
- Help students easily transition to GPRC or other post-secondary institutions after high school
- Get students involved in their community through the work placement
- Help employers to find educated, long term employees

### **How it Works**

Students can choose 4 of the following 5 courses to complete:

- BA1010 – Communications I
- BA1090 – Introduction to Marketing
- BA1110 – Introduction to Accounting
- BA1150 – Introduction to Computers in Business
- BA1380 – Organizational Behavior I

Once students successfully complete 4 courses, they will be eligible to receive *Recognition of Achievement in Business Administration* through GPRC Continuing Education.

All courses are available at GPRC's Grande Prairie campus or online and limited courses may be available through video conference.

To view course descriptions and availability, please visit:

<https://www.gprc.ab.ca/programs/courses/>

### **Work Experience**

The work experience is optional for students and is supervised by their high school. Students will have the opportunity to earn 3-10 credits (75-250 hours) and likely complete the work experience during their grade 12 year. Students may be responsible to find a company to work with. Work will be scheduled to fit into student's schedules. The goal of the work experience is to provide students with real life work experience and build positive relationships with local businesses. This will help to transition students to the workforce once they have completed high school or their post-secondary education.

## Pre/Co Requisites

Course		Pre/Co Requisites
BA1010	Communications I	English 20-1 or 20-2 (> 80%)
BA1090	Introduction to Marketing	English 30-1 or 30-2 completed by end of academic year
BA1110	Introduction to Accounting	Math 20-1 or 20-2 completed (>60%) English 30-1 or 30-2 in progress or complete
BA1150	Introduction to Computers in Business	English 20-1 or 20-2 in progress or complete and Computer experience
BA1380	Organizational Behavior I	English 30-1 or 30-2 in progress or complete

## Recommended Order of the Courses

Grade 11 Semester 1 – BA1150 while completing English 20-1 or 20-2 if not completed

Semester 2 – BA1010 while completing Math 20-1 or 20-2 if not completed

Grade 12 Semester 1 –BA1110, BA1090 or BA1380 while completing English 30-1 or 30-2 if not completed

Semester 2 –BA1110, BA1090 or BA1380

Registering in BA1150 first and BA1010 second will be necessary for students unless they have completed English 20 before starting business courses. Students would have the option to register in 2 courses a semester as long as pre/co requisites are met and all paperwork is approved and signed by their school. If students are unsure if they meet requirements or required courses are not offered when they are needed, GPRC Admissions can look at a student's transcripts and previous grades to determine eligibility.

## High School Credits

GPRC Course	High School Credits
BA1010	MAM 1030, 2060, 3080
BA1090	MAM 1010, 1020, 2010, 2030, 2090
BA1110	FIN 1030, 2020, 2030, 2910, 2920, 3010
BA1150	INF 3080, 3095, 3950
BA1380	MAM 3010 (needs mapping)

## Costs

Application fee: Students are responsible for the one-time \$70 application fee. If students attend GPRC after completing high school, they will not need to pay the application fee again. Please note the fee is subject to change.

Books:

Course	Cost*
BA1010	\$97.25
BA1090	\$159.50
BA1110	\$137.75
BA1150	\$226.00
BA1380	\$182.75

\*based on 2015/2016 prices for a brand new book, used books may be available for a lower price as well as the option to rent a new or used text book at a lower price.

Books can be purchased at the Grande Prairie campus or online through the bookstore.

<http://www.bkstr.com/grandeprairiestore/home>

### **Future Post-Secondary**

**Certificate and Diploma:** All five courses available to students are required courses for the Business Administration Certificate and Diploma programs at GPRC. Once students complete 4 courses to receive a Recognition of Achievement, they will have completed 4/10 courses for the Business Administration Certificate before attending GPRC as a full or part time student. This will provide a lighter course load for students and potentially complete a certificate or diploma in less time.

Students have the option to complete the Business Administration Certificate on campus or online.

To learn more about GPRC's Business Administration Certificate and Diplomas, please visit:

<https://www.gprc.ab.ca/programs/business-administration.html>

**Post Diploma:** Post Diploma options are: (information from:

<https://www.gprc.ab.ca/programs/business-administration.html>)

Business Administration Diploma graduates are well prepared either to step directly into the workforce or to pursue additional education. GPRC Business Administration Diploma graduates receive block transfer (normally maximum of 60 credits) toward a number of post-diploma and other degree programs at the following institutions.

Concordia University College of Alberta - [www.concordia.ab.ca](http://www.concordia.ab.ca)

Bachelor of Management

Griffiths University - [www.griffith.edu.au](http://www.griffith.edu.au)

University of Lethbridge - [www.uleth.ca](http://www.uleth.ca)

Bachelor of Management Post-Diploma

Royal Roads University - [www.royalroads.ca](http://www.royalroads.ca)  
Bachelor of Commerce in Entrepreneurial Management

Okanagan College - [www.okanagan.bc.ca](http://www.okanagan.bc.ca)  
Bachelor of Business Administration

Thompson Rivers University - [www.tru.ca](http://www.tru.ca)  
Bachelor of Business Administration

Athabasca University - [business.athabascau.ca](http://business.athabascau.ca) / [sb@athabascau.ca](mailto:sb@athabascau.ca)  
Athabasca University School of Business  
Bachelor of Commerce (4 years), Diploma plus 4 semesters, 60 credits  
Bachelor of Management (3 years), Diploma plus 2 semesters, 30 credits  
Bachelor of Management (4 years), Diploma plus 4 semesters, 60 credits

MacEwan University - [macewan.ca](http://macewan.ca)  
Bachelor of Commerce, Management Major

**Bachelor of Commerce or Management:** Admission requirements for degree programs are different from certificate and diploma programs. It is very important for students to know what admission requirements are and ensure they meet the requirements. Academic Advisors are available to help students, even if they are in high school. Knowing what institution a student wants to apply to or transfer to would be best, but Advisors can provide information on many institutions.

Please note that the courses offered in Business Administration are not all University Transferable or required for the Bachelor of Commerce or Management programs (unless a student block transfers once they complete the diploma). Completing these courses will give a student a great base in knowledge, but it may be to the students advantage to consider other Dual Credit courses if planning to go directly to a university or transfer (with the exception of post diploma block transferring).

**If you have questions regarding Bachelor of Commerce or Management programs or transferring institutions, please contact GPRC's Dual Credit Coordinator or GPRC's Academic Advisors to book an appointment, 780-539-2911 or 1-888-539-4772.**