

PRE-BUSINESS (PBS)

About the Program

In this eight-month certificate program, you will acquire a solid foundation of business principles plus the basics of marketing and accounting. This program will prepare you to continue your education through programs such as Accounting (<https://www.senecapolytechnic.ca/programs/fulltime/ACC.html>), Business (<https://www.senecapolytechnic.ca/programs/fulltime/BBS.html>), Business - Insurance (<https://www.senecapolytechnic.ca/programs/fulltime/BIN.html>), Business - International Business (<https://www.senecapolytechnic.ca/programs/fulltime/BUI.html>) and Business – Marketing (<https://www.senecapolytechnic.ca/programs/fulltime/BMT.html>).

Credential Awarded

Ontario College Certificate

Duration

2 Semesters (8 Months)

Starts

January, May, September

Program and Course Delivery

This program is offered in Seneca's hybrid delivery format with some courses available in Seneca's flexible delivery format. Some coursework is online and some must be completed in person. Students will need to come on campus to complete in-person learning requirements. For courses offered in the flexible delivery format, professors use innovative learning spaces and technology to teach students in a classroom or lab and broadcast in real time to students attending remotely. In flexible courses, students have the choice of coming on campus or learning online.

Skills

Throughout this program you will develop the following skills:

- Critical thinking
- Problem-solving
- Communication

Your Career

As a graduate of this program, you may pursue future studies in business diploma programs.

Program of Study

Course Code	Course Name	Weekly Hours
Semester 1		
ACC103	Pre-Business Accounting I	3
BAM107	Business Foundations I	3
COM101 or COM111	Communicating Across Contexts Communicating Across Contexts (Enriched)	3
MBF100	Mathematics of Business and Finance	4
MRK113	Introduction to Marketing I	3
SMS113	Business Computer Applications I	3
Semester 2		

ACC104	Pre-Business Accounting II	3
BAM108	Business Foundations II	3
MRK114	Introduction to Marketing II	3
PPS100	Professional Presentation Skills	3
SDG101	Introduction to Sustainable Business	3
SMS114	Business Computer Applications II	3

Program Learning Outcomes

This Seneca program has been validated by the Credential Validation Service as an Ontario College Credential as required by the Ministry of Colleges and Universities.

As a graduate, you will be prepared to reliably demonstrate the ability to:

- Recognize the economic, social, political, and cultural variables which impact a business.
- Apply knowledge of the marketing function to the operation of an organization.
- Apply accounting and financial knowledge to the operation of an organization.
- Apply computer skills and knowledge of information technology to support the management of an organization.
- Work effectively with co-workers, supervisors, and others.
- Understand the basic general concept of business organization and functions.
- Use a variety of college level communication skills both written and verbal.
- Have acquired the academic preparedness and prerequisites required for entry into a college level business program.
- Have a fundamental understanding of the mathematical concepts needed to study college level mathematics courses.
- Develop customer-service strategies to meet the needs of internal and external customers.

Admission Requirements

- Ontario Secondary School Diploma (OSSD) or equivalent with:
 - Grade 12 English: ENG4(C) or ENG4(U)
- OR**
- Mature Student Status (age 19 or older) with the above prerequisite course(s), their equivalent(s) or appropriate Academic and Career Entrance (ACE) Certificate program credits (see Academic Upgrading (<https://www.senecapolytechnic.ca/programs/fulltime/AUC.html>)).

International Student Information

International admissions requirements vary by program and in addition to English requirements (<https://www.senecapolytechnic.ca/international/apply/how-to-apply/admission-requirements/english-requirements.html>), programs may require credits in mathematics, biology, and chemistry at a level equivalent to Ontario's curriculum, or a postsecondary degree or diploma, equivalent to an Ontario university or college. Program-specific pre-requisite courses and credentials are listed with the admission requirements on each program page. To review the academic requirements please visit: Academic Requirements - Seneca, Toronto, Canada ([senecapolytechnic.ca](https://www.senecapolytechnic.ca)) (<https://www.senecapolytechnic.ca/>).

international/apply/how-to-apply/admission-requirements/academic-requirements.html).

To learn more about your eligibility, visit the Academic Pathways (<https://www.senecapolytechnic.ca/pathways.html>) web page.

Pathways

As a leader in academic pathways, we offer a range of options that will allow you to take your credential further in another Seneca program or a program at a partner institution.

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