

OSB

Okanagan
School of Business



okanagan
college



"My OSB experience was nothing short of amazing. My professors helped me recognize my growing interest in management and leadership and worked with me to build my confidence as an outspoken leader. I was constantly learning inside and outside the classroom at all of the business competitions which gave me such enriching experiences."

*Kelsey Kardelis
BBA Alumna | 2014
Human Resources specialty*

Welcome to



Explore our programs | Discover your passion Your future begins here

The Okanagan School of Business is a nationally-recognized institution that offers leading-edge programs, industry-expert professors, many course and program choices, access to networking events and invaluable learning opportunities both inside and outside the classroom.

Experience a vibrant community and student culture at Okanagan College. We are a community of learning, rich with cultural diversity and academic support.

The Accreditation Council for Business Schools and Programs (ACBSP) is recognized by the Council of Higher Education Accreditation and is a leading specialized international accreditation body for business education. Okanagan College's business programs are fully accredited by the ACBSP, providing strong evidence of the quality of the business programs offered and the commitment to a student-centered teaching and learning approach.



okanagan.bc.ca/business

2018



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"The Okanagan School of Business has opened my eyes to how important team work and leadership are. I have had the opportunity to join several clubs and organizations that have helped me strengthen my skill set and prepare me for my future goals."

*Roger Hulstein
BBA / Fourth year
Marketing specialty*



WHY OKANAGAN?

Revel in a dynamic region. Taste the locally grown food. Sip award-winning wine and soak in the beauty that is your own backyard. Live in one of the most desirable regions in British Columbia and take advantage of our ultimate four-season lifestyle filled with endless opportunities to ski, swim, kayak, bike, snowshoe, hike and more.

WHY OC?

91%

of students

would select the same program again

93%

of students

felt that the skills and knowledge learned
is useful in performing their job

99%

of students

are satisfied with the quality of instruction

100%

of BBA graduates
are satisfied with
their education

94%

of students

are employed after graduation*

*Source: BC Student Outcomes Survey, Okanagan College BBA and Diploma Graduates 2016.



BACHELOR OF BUSINESS ADMINISTRATION

The Bachelor of Business Administration (BBA) degree combines theory with practical applications to prepare you for your future. You will be engaged in relevant, hands-on business courses from day one in our four-year program. This equips you with the foundational knowledge and skills to learn higher level theory and applications for the real world.

6 *Areas of Study*

There are six different areas of study you can choose as your specialty.

- Accounting
- Finance
- Human Resources Management
- Management
- Marketing
- Tourism and Hospitality Management

General Studies

Don't want to declare a specialty? You can customize your education. A BBA in general studies gives you the flexibility to explore your interests and provides you with a well-rounded education that will make you marketable to many industries.

Honours

An Honours designation is recognized by industry and university graduate schools as the highest level of undergraduate degree. This is your opportunity to work closely with an organization to develop a business research project and gain experience in consulting and decision-making.

Sara Tronson, a member of the Westbank First Nation, graduated from the BBA program in 2018 with a specialty in Human Resources Management.

LENGTH OF STUDY

4

Years

CREDENTIAL



Bachelor's Degree

NUMBER OF COURSES

40

TUITION COST

\$500

Per course

Domestic fees are approximate and subject to change.

Choose your specialty



FINANCE:

The finance specialty allows you to focus on one (or more) of three paths, each designed to help you pursue your career interests.

Personal Finance: Learn how to help people achieve their financial goals with financial planning courses that prepare you to write the first of two professional exams leading to the Certified Financial Planner (CFP) designation.

Investment Management: Focus on investment management courses that can lead you towards the Chartered Financial Analyst (CFA) designation.

Corporate Finance: Opens opportunities in government, insurance and banking.

ACCOUNTING:

This specialty provides you with a strong set of problem-solving, communication and interpersonal skills, in addition to the accounting and managerial skills for today's complex and evolving business environment.

Key areas of study include financial and managerial accounting, income tax, cost accounting and auditing. Graduating with this specialty opens doors to employment in many segments of the economy, including manufacturing and service industries, public accounting, government and the not-for-profit sector.

Take all the prerequisites courses you need for the Chartered Professional Accountants (CPA) designation.

HUMAN RESOURCES MANAGEMENT:

The human resources specialty provides you with knowledge and skills that focus on human behaviour in the workplace.

Key areas of study include recruitment and selection, training and development, compensation and benefits, employment law, health and safety and strategic HR planning.

Graduating with this specialty prepares you to pursue a career as a specialist in a variety of HR fields or a more broadly based HR career.

Our HRM specialty degree program is accredited by Chartered Professionals in Human Resources (CPHR) British Columbia and Yukon.



MANAGEMENT:

Choose from three streams designed to provide theoretical and practical skills for managing organizations, people and your own career.

Entrepreneurial: Learn to prosper as an entrepreneur or manager. Explore entrepreneurial thinking, processes, leadership and strategy.

Supply Chain and Operations: Become an effective leader and supply chain manager. This stream focuses on operations, manufacturing, purchasing, logistics, leadership and more.

Sustainability: Learn to make self-sustainable business models, incorporate practices that support sound environmental decisions and manage organizations that use socially responsible strategies.

MARKETING:

Today's businesses depend on innovative marketing professionals to effectively plan, create, market and sell products and services. With this specialty, you will learn both theoretical and applied aspects of the marketing process. Key areas of study include market research, digital marketing, consumer behaviour, marketing strategy, integrated marketing communications, e-marketing, services marketing, events marketing, branding, customer relationships and sales.

TOURISM & HOSPITALITY MANAGEMENT:

This specialty gives you an understanding of business and management practices within the global tourism and hospitality sector as well as a foundation in general business. You will enhance your analytical and critical thinking skills while learning concepts in sustainability and assessing issues facing the industry.

Graduating with the tourism and hospitality management specialty prepares you for a career leading to management positions within the local and global tourism and hospitality sector.

BUSINESS ADMINISTRATION DIPLOMA

The Business Administration Diploma provides you with a comprehensive understanding of business practices. Students develop fundamental business skills in their first year. In the second year of the program, students focus on a field of interest. You can choose to graduate with a general business diploma or focus your studies in one of the six areas of study.

Our two-year Business Administration Diploma program will open a door for you to an exciting and challenging career. This two-year diploma can fast track your career while providing you with the opportunity to link directly to the four-year BBA degree.

6 *Areas of Study*

There are six different areas of study you can choose as your specialty.

- Accounting
- Finance
- Human Resources Management
- Management
- Marketing
- Tourism and Hospitality Management

LENGTH OF STUDY

2

Years

CREDENTIAL



Diploma

NUMBER OF
COURSES


20

TUITION COST

\$500

Per course

Domestic fees are approximate and subject to change.



"My experience at OC has been great. My professors are approachable outside of the classroom and there is such a wide range of classes that are offered. There are so many ways to get involved with extracurricular activities that enrich my learning experience. I especially enjoyed helping other students this past spring with tax preparation and all the networking events offered throughout the year."

*Francis Lampreau
BBA / Fourth Year
Accounting specialty
Simpson First Nation*



BUSINESS ADMINISTRATION CERTIFICATES

Our certificate programs serve the needs of part-time students who wish to obtain training and certification in specific areas of business. Choose the Business Administration Certificate or one of our Business Studies Certificates.

Business Administration Certificate: The Business Administration Certificate allows students to choose 10 business classes that will help them kick-start their business career.

Business Studies Certificate: The Business Studies Certificate allows students to focus on a specific business discipline.

7 Areas of Study

There are seven different areas of study you can choose as your specialty.

- Accounting
- Business Computer Applications
- Entrepreneurship and Small Business Management
- Financial Services
- Human Resources Management
- Marketing
- Tourism and Hospitality Management

"The education at Okanagan College has not only taught me the skills I need, but has provided me with a wonderful experience throughout the years. OSB's close ties to the community open up opportunities for great relationships in the workforce. I am excited for the opportunities this education will provide me with once I graduate."

Noah Sakamoto
BBA / Fourth Year
Management specialty

LENGTH OF STUDY

1-2

Years

CREDENTIAL



Certificate

NUMBER OF COURSES

6-10

TUITION COST

\$500

Per course

Domestic fees are approximate and subject to change.



Salmon Arm

Home to Shuswap Lake, with its 1000 kilometers of contiguous shoreline.



Kelowna

Ranked the #1 entrepreneurial region in Canada.

4 Campuses



Over 2,100 hours of sunshine and only 15 inches of rain annually.

Penticton



Turquoise Kalamalka Lake views.

Vernon

one school of business

People come from all over the world to live, work and study here. Our four campuses are nestled in the desirable Okanagan Valley which is best known for its expansive lakes and sandy beaches, arts and culture, wine and phenomenal weather.



TAKE OC ANYWHERE

At the Okanagan School of Business you can see the world, expand your horizons and develop a deeper understanding of other cultures by studying abroad.

CHINA
JAPAN
SOUTH KOREA
AUSTRIA
CROATIA
ENGLAND
FINLAND
FRANCE

GERMANY
THE NETHERLANDS
SPAIN
SWEDEN
SWITZERLAND
MEXICO
USA
AUSTRALIA



"It was always a dream of mine to study abroad and I finally took advantage of the opportunity. I attended Universidad Carlos III de Madrid in Madrid, Spain in 2017. The people I met, the places I traveled to and things I learned made my experience unbeatable. This opportunity was truly amazing and life changing."

*Darci Perdue
BBA Alumna | 2018
Marketing specialty*

Requirements

- Third year standing in the BBA program
- Completed a minimum of 60 credits
- A minimum GPA of 72 per cent
- A letter of recommendation from a faculty advisor or department chair

Find out more by visiting

okanagan.bc.ca/studyabroad

POST-BACCALAUREATE DIPLOMA

The Post-Baccalaureate Diploma provides students who have a non-business degree with the opportunity to acquire a specialty in an area of business in order to enhance their employment opportunities.

3 *Areas of Study*

- **Accounting**

The Post-Baccalaureate Diploma in Accounting provides you with a path to become a Chartered Professional Accountant (CPA). This program focuses on the courses needed as prerequisites to enter into the CPA Professional Education Program.

- **Marketing**

The Post-Baccalaureate Diploma in Marketing allows you to tap into your creative side. This innovative program concentrates on theoretical and practical aspects of the marketing process.

- **Human Resources Management**

The Post-Baccalaureate Diploma in Human Resources Management recognizes that human resources are the most important assets of an organization and a business cannot be successful without effectively managing this resource.

LENGTH OF STUDY

2

Years

CREDENTIAL



Diploma

NUMBER OF
COURSES

20

TUITION COST

\$500

Per course

Domestic fees are approximate and subject to change.



"Being from Kelowna, the Okanagan School of Business was a clear choice for my post-secondary education. I love that the small class sizes allow you to create strong relationships with your peers and professors. I now have the necessary skills, such as public speaking and working in groups, to enter a career in marketing with confidence."

*Madison Deutscher
BBA | Third year
Marketing specialty*



COMMERCIAL AVIATION DIPLOMA

Let your future take flight

The Commercial Aviation Diploma is offered in partnership with Southern Interior Flight Centre (SIFC). This two-year program integrates the flight training required by Transport Canada with business administration courses applicable to the aviation industry. The diverse terrain and weather in the Okanagan Valley provides a challenging and unrivalled training environment.

Okanagan College and SIFC continue to strengthen ties with industry partners to create the best possible opportunities for students, such as:

Air Canada Award

The top student each year receives a trophy, along with two return airfare tickets and the ability to add the award to his or her resume when applying at Air Canada

Jazz Aviation Pathways Program (APP)

Jazz APP helps graduating pilots land careers with the national airline, either directly after graduation, or later when application requirements are met. Okanagan College is one of the first aviation schools in Western Canada to offer the APP program.

LENGTH OF STUDY

2

Years

CREDENTIAL



Diploma

NUMBER OF COURSES

28

TUITION COST

\$68,000

Domestic fees are approximate and subject to change.

OFFICE ADMINISTRATION

Pathway to your career

Office Assistant Certificate

Discover the fundamentals of office administration to start your career as a receptionist or office assistant, or take further courses in order to specialize as an accounting, legal or medical assistant.

Administrative Assistant Certificate

Obtain the skills you need to begin your career as an administrative professional. As a graduate of this program, you will be equipped with the business, communication and technical skills required by today's employers.

Accounting/Bookkeeping Certificate

Learn accounts payable/receivable, payroll and general bookkeeping to prepare you for a career as an accounting assistant or bookkeeper for small, medium or large companies.

Legal Administrative Assistant Certificate

Litigation Specialty and/or Corporate/Conveyancing Specialty

Develop the skills to start your career as a legal administrative assistant in the areas of litigation and/or corporate law. Gain expertise in legal office procedures to begin a career in a legal, government or real estate office.

Medical Administrative Assistant Certificate

Learn the medical terminology, transcription and billing procedures required to start your career as an assistant in a medical clinic, hospital or health office.





FOOD, WINE & TOURISM

Feed your passion for food, wine and tourism in the heart of the Okanagan Valley, a region surrounded by award-winning wineries, restaurants and resorts. Explore our Culinary Arts, Tourism and Hospitality and Wine Studies programs while learning from renowned chefs and winemakers. Visit okanagan.bc.ca/fwt for more information.

Professional Cook Apprenticeship


LENGTH OF STUDY	CREDENTIAL	NUMBER OF COURSES	TUITION COST
3 Years	 Apprenticeship	3 Levels	\$2,300

Professional Cook 1: 6 weeks

Professional Cook 2: 6 weeks

Professional Cook 3: 6 weeks

Pastry Arts Certificate


LENGTH OF STUDY	CREDENTIAL	NUMBER OF COURSES	TUITION COST
50 Weeks	 Certificate	25	\$6,500

Pastry Arts Term 1

Pastry Arts Co-op

Pastry Arts Term 3

Culinary Arts Certificate


LENGTH OF STUDY	CREDENTIAL	NUMBER OF COURSES	TUITION COST
1 Year	 Certificate	8	\$5,700

Professional Cook 1: 30 weeks

Culinary Arts Co-op

Professional Cook 2: 10 weeks

Culinary Management Diploma

LENGTH OF STUDY	CREDENTIAL	NUMBER OF COURSES	TUITION COST
2 Years	 Diploma	18	\$10,000

Professional Cook 1: 30 weeks

Culinary Arts Co-op

Professional Cook 2: 10 weeks

10 Academic Courses

"I love chocolate. I chose the Pastry Arts program at Okanagan College because I have always loved baking and chocolate is my passion. I graduated from the Pastry Arts Program & ITA Baker Level 1, July 2015 on the Dean's List.

As a student at Okanagan College and as an alumna, I have volunteered in almost every event and fundraiser with OC. Thanks to all the volunteer hours, and working full-time in the industry, I am close to having enough hours toward writing the Red Seal Baker exam. This will enable me to open my own business, or to apply for a substitute instructor position for the Pastry Arts Program."

Leigh Holubuff

Pastry Arts Certificate Alumna | 2015

GET INVOLVED



Student associations, clubs and competition teams provide you with the opportunity to develop your skills and apply classroom knowledge to real-world situations. Connect with your business community and get hands-on experience.

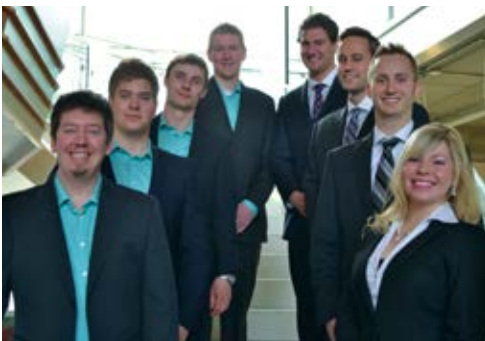
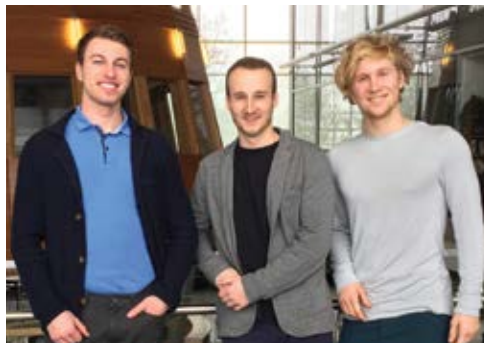
Join the Enactus Okanagan College team, the Okanagan Business Students' Association, Accounting Club, Human Resources Management Club or the Marketing Club. Attend the many networking events throughout the year and catch up with the OC Coyotes baseball and basketball home games.

Find out more at okanagan.bc.ca/osbconnect





Connect Engage Inspire Transform



ADMISSION REQUIREMENTS



	B.C. high school graduation or equivalent	English 12 - minimum 70% or alternative	English 12 - minimum 60% or alternative	English 11 - minimum 50% or alternative	English 10 - minimum 50% or alternative	Math 12 - minimum 60%	Math 11 - minimum 60%	Math 11 - minimum 50%	Math 10 - minimum 50%	Business Admin. diploma or 60 university credits w/ 67% avg.	An undergraduate degree
Bachelor of Business Administration • Year one	●	●				●					
• Year three	●									●	
• Pathway from other OC programs	●										
Business Administration Diploma	●		●				●				
Business Administration Certificate	●		●				●				
Business Studies Certificate	●		●				●				
Post-Baccalaureate Diploma • Accounting • Marketing • Human Resources Management	●										●
Culinary Management Diploma	●		●				●				
Culinary Arts Certificate	●				●				●		
Pastry Arts Certificate	●				●				●		
Professional Cook Apprenticeship											
Commercial Aviation Diploma	●		●				●				
Office Assistant Certificate	●			●							
Administrative Assistance Certificate	●			●							
Accounting/Bookkeeping Certificate	●			●				●			
Legal Administrative Assistant Certificate • Litigation Specialty and/or • Corporate/Conveyancing Specialty	●			●							
Medical Administrative Assistant Certificate	●			●							



Length of Study Campus/ Distance Special Notes

40 courses	All campuses & Distance Ed.	Start your degree at any of our four campuses then complete your degree at the Kelowna campus. This program cannot be solely completed by Distance Education courses.
20 courses	Kelowna & Distance Ed.	This program cannot be solely completed by Distance Education courses.
Contact advisor	Kelowna & Distance Ed.	Arts bridge, Technology & Computer Information System bridge and Human Kinetics Pathway to BBA.
20 courses	Kelowna & Distance Ed.	Some distance courses are offered, not all.
10 courses	All campuses & Distance Ed.	Some distance courses are offered, not all.
6-8 courses	All campuses & Distance Ed.	Some distance courses are offered, not all.
20 courses	All campuses & Distance Ed.	Accounting: Must have a degree in a field other than Business, Commerce or Accounting. Marketing: Must have any business or non-business degree without a marketing major or specialty. It is the student's responsibility to confirm their degree satisfies prerequisites. Some distance courses are offered, not all.
18 courses	Kelowna	Co-op included.
8 courses	Kelowna	Co-op included.
25 courses	Kelowna	Co-op included.
3 levels	Kelowna	Must be a registered apprentice with B.C. and have a valid Food Safe Certificate. Must be employed with a business that employs a qualified Journeyperson Cook/Chef.
28 courses	All campuses	Category 1 Aviation Medical and a letter of recommendation from SIFC are required. Advanced placement is given if you have a current valid Canadian Private Pilot Licence. The flight school portion is offered at SIFC.
11 courses	All campuses & Distance Ed.	
20 courses	All campuses & Distance Ed.	
11 courses	Kelowna campus	Completion of Okanagan College Office Assistant Certificate or equivalent also satisfies requirements. Testing available to satisfy requirements (see Calendar - okanagan.bc.ca/calendar).
7 courses 8 courses	Kelowna or Distance Ed.	Completion of Okanagan College Office Assistant Certificate or equivalent required before admission. Testing available to satisfy requirements (see Calendar - okanagan.bc.ca/calendar).
9 courses	Distance Ed.	Completion of Okanagan College Office Assistant Certificate or equivalent required before admission. Testing available to satisfy requirements (see Calendar - okanagan.bc.ca/calendar).

APPLY TODAY

CHOOSE YOUR PROGRAM

Decide which program and campus interests you. Check out program information at okanagan.bc.ca/business.

CHECK THE REQUIREMENTS

B.C. secondary school graduation or equivalent is required for entry into all degree, diploma and certificate programs. Go to okanagan.bc.ca/calendar for complete admission and minimum grade requirements.

CHOOSE THE OKANAGAN

A Message from Dean Gillett

Welcome to the Okanagan School of Business!



Here in the School of Business you will have the opportunity to engage in a whole range of educational activities – not just in the classroom but in the local, provincial, national and international community.

The emphasis in our programs is on developing relevant business skills, knowledge and experience. This is achieved with the efforts of our highly qualified and dedicated team of professors, instructors, staff and administrators. Our professors and instructors are second to none and bring to the classroom a sound balance of many years of business experience,

APPLY ONLINE

Submit your application at okanagan.bc.ca/apply. If you need assistance, contact a business advisor.

TRACK YOUR APPLICATION

Once you apply, you'll receive a student ID number and login information. See the status of your application and check on required documents through OC's intranet, myOkanagan.

WE'LL BE IN TOUCH SOON

Staff from our admissions department will be in touch regarding your application via email. In the meantime, visit our website for current information about financial aid, student life, news, events and more.

SCHOOL OF BUSINESS

A woman with long dark hair, wearing a dark tank top and leggings, is walking away from the camera on a paved path. To her left is a wooden gazebo with a brown, peaked roof. The path leads down a grassy hill overlooking a sprawling city. In the background, there are rolling green hills and mountains under a clear blue sky with some light clouds. The city below is densely packed with buildings, trees, and a few larger structures, possibly university buildings. A body of water is visible in the distance on the right side.

academic qualifications, and a passion for sharing their knowledge and skill with their students.

By listening to feedback from employers and professional organizations we continuously update and improve our courses and programs. Our students are involved in projects and applied research that addresses the needs of business and community organizations.

The Okanagan School of Business has continued to expand its international partnerships so students have the opportunity to travel and study abroad as well as being able to meet with international students from other countries who are studying in

the Okanagan. This international perspective ensures that our students obtain multicultural communication skills and a greater understanding of the global community.

Thanks again for your interest in the Okanagan School of Business. We look forward to helping you find success in your business career.

A handwritten signature in black ink, appearing to be 'L. Smith', written in a cursive style.



CONTACT US
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okanagan.bc.ca/business