

Co-op Course Sequence
Option in Human Resource Management
B. Com.

(There may be more than one version for each option or specialization. Please make sure to consult the appropriate version.)

Fall 1st Year ADM 1300 ADM 1301 ECO 1104 MAT 1300 PHI 1101 or PHI 1301	Winter 1st Year ADM 1340 ADM 1370 ECO 1102 ENG 1131 MAT 1302	Summer 1st Year
Fall 2nd Year ADM 2302 ADM 2303 ADM 2336 ADM 2341 OPT	Winter 2nd Year ADM 2304 ADM 2320 ADM 2337 ADM 2381 OPT	Summer 2nd Year ADM 2901 (Work Term)
Fall 3rd Year ADM 2350 ADM 2372 ADM 3333 ADM 3334 ADM (Elective)	Winter 3rd Year ADM 3901 (Work Term)	Summer 3rd Year ADM 3301 ADM 3318 ADM (Elective) SOC 3116 OPT
Fall 4th Year ADM 3902 (Work Term)	Winter 4th Year ADM 4336 ADM 4338 ADM 4339 ADM (Elective) OPT	Summer 4th Year ADM 4901 (Work Term)
Fall 5th Year ADM 3337 ADM 4311 ADM (Elective) ADM (Elective) PHI 2397		

- **Bold courses = Human Resource Management option courses**
- ADM: Recommended ADM elective course: ADM 4337
- OPT: Twelve units from another faculty. At most six of these units can be at the 1000 level.
- Four (4) ADM 4000 level courses required to graduate (including ADM 4311).
- ADM courses at the 4000 level are reserved for: 1) B.Com. Students who have completed at least 33 units from ADM core courses, including ADM 2381/2781.

Students with advanced standing units and students interested in obtaining a professional designation must contact the appropriate association to confirm their eligibility.

Ontario: [CPA Ontario](#)

Québec: [CPA du Québec](#)

Full-time status must be maintained during study terms.

In the occurrence of scheduling conflicts or changes in your work term sequence, please book an appointment with an Academic Specialist at the Telfer School of Management (Telephone: 613-562-5805).

If you have not followed this course sequence, you may not be able to finish within the suggested timeframe.

A report must be submitted for each work term. See the Guidelines document available on Brightspace for specific requirements.

Course enrolment is possible via uoCampus accessible through the [uoZone Portal](#) some courses are not offered every term; students must consult [the course and exam timetables](#) to verify when each course is offered. All prerequisites must be successfully completed before enrolling in a course.

Students must consult [Academic Regulations](#) to familiarize themselves with all University of Ottawa and Telfer School rules and regulations.

Students are responsible for confirming their enrolment regularly by consulting their uoZone account and for ensuring that they satisfy the requirements of their program in order to graduate.

Students should communicate with the Student Services Centre (DMS 1100) should they have any questions regarding their studies, academic regulations or the requirements of their program.

The Telfer School of Management reserves the right to change or cancel courses which are listed in this document.

Last modification: September 2017