

BACHELOR OF COMMERCE (CO-OPERATIVE) NEWSLETTER

ACADEMIC TERM 2, WINTER 2022

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WINTER 2022 COURSE DELIVERY

- [Memorial is planning for Winter 2022 in-person university activities to return to mainly pre-pandemic conditions](#). New and current students should make plans to be on our campuses for their university experiences this winter, unless all of the courses they are registered for are offered online. Updates regarding business course delivery are available [here](#).
 - [MUNUp](#) is an online tools and resources hub created to help you succeed in completing your coursework. Additionally, CITL staff are available to assist you through the [Support Centre](#) during select office hours, seven days a week.
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ACADEMIC INFORMATION

Calendar

- Please refer to the [Faculty of Business Administration section of the Calendar](#) for the regulations of your program of study.
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Program Requirements

A review of the B.Comm. (Co-op.) program curriculum in the [Calendar](#) will assist you with your registration process.

Winter 2022 – Term 2

- You should register for and complete the following courses in Winter 2022:
 - BUSI 2101,
 - BUSI 2210 and,
 - 9 remaining credit hours from: BUSI 1600, BUSI 2010, BUSI 2400, BUSI 2710, 3 credit hours of electives.
 - **Between Terms 1 through 7**, students in the B.Comm. (Co-op.) program are required to complete **7 – 12 courses in business electives and 4 – 9 courses in non-business electives**. Do not count the non-business electives that you completed in Terms A/B. Our [program worksheet](#) can assist you in reviewing your academic record.
 - For the purposes of meeting the 15 credit hour course load requirement, students in the B.Comm. (Co-op.) may not repeat previous, successfully completed courses that are used toward their degree. If you are looking to repeat a course that you have already successfully completed, please contact busihelp@mun.ca to connect with an academic advisor.
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Course Registration

- **Registration for the Winter 2022 semester begins on Monday, November 1.** Please check your Memorial Self-Service account for your assigned registration time. We strongly encourage you to register at your designated time, as courses and sections fill up quickly. **Once business courses have reached the maximum enrolment, the Faculty of Business Administration will not sign students into the section.**
 - **Course load requirements.** In accordance with Section 5.2.2 in the [Calendar](#), B.Comm. (Co-op.) **students must register for 15 credit hours (five courses) in each academic semester**. The 15 credit hours (five courses) registration requirement applies to all students, even if you have completed additional courses over the duration of your degree. If you fail to comply with this regulation, you will be required to withdraw from the B.Comm. (Co-op.) program.
 - **Course prerequisites.** The Faculty of Business Administration strictly enforces prerequisites for business courses. Prerequisites for each course are listed with course descriptions in the [Calendar](#).
 - For questions or help using the Memorial Self-Service system, visit the [Registrar's Office webpage](#).
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Business and Non-Business Electives

- To assist you in selecting courses and reviewing your academic record, please be mindful of the following information. Non-business courses listed in the [business electives table](#) (e.g. ECON 3000, MATH 2050, POSC 2200) may count as a business OR a non-business elective - whichever works best for you in planning your remaining electives. STAT 2500 is a core business course, not an elective.
- As part of your undergraduate business program, through your non-business electives, you can choose to complete a minor from the [Faculty of Humanities and Social Sciences](#), the [Faculty of Science](#), the [School of](#)

[Music](#) or the [Marine Institute](#), or a [certificate](#) or [diploma](#) from the [Faculty of Humanities and Social Sciences](#). Course requirements toward such credentials should be completed during academic terms of your program, where possible. Please seek advice on fitting this credential into your program from the respective department(s) and the [Academic Programs Office, Faculty of Business Administration](#) prior to registration.

- If you plan to pursue the [Joint Degrees of Bachelor of Commerce \(Co-operative\) and Bachelor of Arts](#), careful planning is required. Regular academic advice from the [Faculty of Business Administration](#) and the [Faculty of Humanities and Social Sciences](#) is necessary.
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Business Concentrations

- **Business [concentrations](#) are informal, are not noted on your official transcript, and do not need to be declared.** The courses associated with each concentration in the Calendar serve as a suggestion of courses related to your area of interest. Particular attention should be paid to necessary prerequisites when planning courses.
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Seeking Academic Advice

- The [Bachelor of Commerce \(Co-operative\) program worksheet](#) is a tracking tool for your program.
 - If you are seeking academic advice for your business program and have questions and/or would like to **schedule a virtual appointment with an academic advisor**, please contact the Academic Programs Office at busihelp@mun.ca or book through the [Navigate](#) app.
 - For more information on academic advising services provided by the Faculty of Business Administration, please see our [Academic Advising webpage](#).
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Important Dates

- Important dates for the current and upcoming terms can be found in the [Diary](#). These dates are also published on the [Registrar's Office webpage](#). In particular, please note the start and end dates of the term, as well as the final examination period.
 - Scheduled travel does not represent an acceptable cause for a deferred examination. You will not be approved for a deferred exam based on pre-arranged travel.
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Academic & Non-Academic Integrity

- It is your responsibility to make yourself aware of and abide by the academic and non-academic standards that are set by the University and by the Faculty of Business Administration. In particular, please note:
 - University regulations surrounding [academic misconduct](#), including a non-exhaustive list of [academic offences](#);
 - [The Student Code of Conduct](#); and
 - [The Faculty of Business Administration Code of Academic and Professional Integrity](#).

CAREER INFORMATION

- [Career Development](#) provides resources year-round to equip you with the right skills for your job search. The centre offers online workshops for improving your resume and cover letter, virtual appointments for mock interviews and sessions on job search strategies, among other services.
- You will find helpful resources and opportunities through [Student Life](#), the [Student Volunteer Bureau](#), the [Memorial Centre for Entrepreneurship](#), the [Centre for Social Enterprise](#), the [Husky Centre of Excellence in Sales and Supply Chain Management](#), and [The Fund](#). See their respective websites for virtual events and opportunities.
- Information on **upcoming career and student success-oriented opportunities** is sent out via the Academic Programs Office listserv.

SCHOLARSHIPS & AWARDS

- Information on application-based scholarships, bursaries and awards is sent out via the Academic Programs Office listserv.
- If you are in scholarship standing, you are automatically considered for many university and faculty-specific scholarships. The definition of scholarship standing is found [here](#). In order to qualify for additional faculty-specific scholarships, you will need to complete and submit the **Undergraduate Application for Scholarships and Awards, 2021-2022** by **Friday, November 5, 2021**. The application is available on our [Faculty website](#).

NEW BUSINESS PROGRAMS: FALL 2022

- Our faculty is excited to revitalize our undergraduate programs as we strive to respond to the changing needs of the business world. Beginning in Fall 2022, the FBA will offer two undergraduate degrees: the bachelor of commerce (B.Comm.) and the bachelor of commerce (co-operative) (B.Comm. (Co-op.)). More information on our new programs is available on our [Faculty website](#).
- **Current business students will be able to move through our existing undergraduate business programs most efficiently and without interruption.**
- We anticipate that some new courses from the revised curriculum could become available to current students starting Fall 2022. Further information on these courses and how they may fit with your current program will be communicated to students once it is available.
- If someone you know is considering pursuing an undergraduate business program, we would love to have them [attend a session with us to learn about our new programs](#).

ADDITIONAL INFORMATION

- When corresponding with the university, you must use your @mun.ca email account. Please include your full name and student number in all correspondence.

- The staff of the Academic Programs Office are happy to assist with any questions you may have. Please email busihelp@mun.ca for assistance.
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CONTACT

- The Academic Programs Office provides:
 - Academic advice
 - Scholarships and awards
 - Peer tutoring program
 - Study abroad opportunities
 - Information on undergraduate, certificate, diploma and minor programs
 - Information on deferred exams, course-load and pre-requisite requests, and other administrative services
- Contact our office with your questions or to make an appointment with an advisor
 - Email: busihelp@mun.ca
 - Follow us! Facebook: [facebook.com/MUNBusiness](https://www.facebook.com/MUNBusiness) Twitter: www.twitter.com/MUNBusiness
- Download the [Navigate](#) app to:
 - Schedule an appointment with an academic advisor
 - Navigate degree requirements
 - Interact with student supports tailored to your needs
 - Stay on top of important dates and deadlines

