



| Bachelor of Commerce, option in Human Resource Management, Coop | | |
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| Fall 1st Year ADM 1300 ADM 1305 ECO 1104 ENG 1131 OPT | Winter 1st Year ADM 1301 ADM 1340 ADM 1370 ECO 1102 OPT | Spring/Summer 1st Year No courses |
| Fall 2nd Year ADM 2302 ADM 2303 ADM 2336 ADM 2341 OPT 2XXX | Winter 2nd Year ADM 2304 ADM 2320 ADM 2337 ADM 2381 OPT 2XXX | Spring/Summer 2nd Year ADM 2901 (Work Term) |
| Fall 3rd Year ADM 2350 ADM 3333 ADM 3334 ADM 4338 OPT 2XXX | Winter 3rd Year ADM 3901 (Work Term) | Spring/Summer 3rd Year ADM 3301 ADM (Elective) Elective course (OPT or ADM) Elective course (OPT or ADM) Elective course (OPT or ADM) |
| Fall 4th Year ADM 3902 (Work Term) | Winter 4th Year ADM 2372 ADM 3318 ADM 4336 ADM 4339 ADM (Elective) | Spring/Summer 4th Year ADM 4901 (Work Term) |
| Fall 5th Year ADM 3337 ADM 4311 ADM (Elective) Elective course (OPT or ADM) Elective course (OPT or ADM) | Winter 5th Year No courses | Spring/Summer 5th Year No courses |



- **Bold courses = Human Resource Management option courses**
- Recommended ADM elective course: ADM 4337
- OPT: Elective 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 40000 level are reserved for B.Com. students who have completed at least 33 units from the ADM common 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: www.hrpao.org

Quebec: www.orhri.org

Full-time status must be maintained during study terms. Any change request to the work/study sequence as well as an international study exchange must be approved by the CO-OP Office. Following this course sequence does not guarantee admission to Coop, nor does it guarantee availability in courses.

In the occurrence of scheduling conflicts or changes in your work term sequence, please contact an Academic Specialist at the Telfer School of Management to plan a personalized course sequence (undergraduate@telfer.uOttawa.ca).

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. Consult the [Work term reports guidelines](#) for specific requirements.

Course enrolment is possible via uoCampus accessible through the uoZone Portal (www.uoZone.uOttawa.ca). Some courses are not offered every term; students must consult www.timetable.uOttawa.ca to verify when each course is offered. All prerequisites must be successfully completed before enrolling in a course.

Students must consult www.telfer.uOttawa.ca ➤ Students/BCom/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, undergraduate@telfer.uOttawa.ca) 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 printed on this document.

Last modification: February 2023