

WINTER 2024 ORIENTATION

BACHELOR OF COMMERCE



HUMBER

Longo Faculty of Business

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WELCOME

Winter 2024

Dear Student:

Congratulations and welcome to Humber College! The staff and faculty at the Longo Faculty of Business are committed to ensuring each student has access to the educational opportunities and resources available at Humber College. We are here to help you excel both academically and professionally. This is an exciting time as it marks the beginning of your academic career. To ensure your success as a student at Humber College, here are a few important points as you embark on your academic journey:

- **Check your BlackBoard and Humber email account on a regular basis.** Your professors and colleagues will be communicating with you through these accounts.
- **Honestly engage in the learning process.** It is vital to understand Humber College's expectations for academic integrity and fulfill your academic responsibility during your studies with The Faculty of Business. Academic integrity is fundamental to the foundation of academic and scholarly work.
- **Familiarize yourself with Humber College's Admission Requirements and Academic Regulations.** This important document outlines the policies and procedures at Humber College. You can view this document on Humber's website.
- **Attend class!** You will learn something new and interesting; it will help you prepare for upcoming assignments, papers, and exams (and even save time studying); and you can get to know your professor and colleagues.
- **Get involved.** Participate in networking events, join a student club, and volunteer at Humber College!

Everyone at the Longo Faculty of Business and Humber College is committed to working with you to make your academic career a gratifying and fulfilling experience. If at any time during your studies you experience any problems, please contact your Program Coordinator.

Thank you for choosing Humber College and I wish you all the best in your academic career.

Sincerely,



Michael MacDougall MBA, BEd, OCT

Associate Dean

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2023/2024 DEGREES ACADEMIC CALENDAR

WINTER 2024	Bachelor Degrees 14 Week Semester
Public Holiday (New Year) – College Closed	Monday January 1, 2024
College Re-Opens	Wednesday January 3, 2024
Orientation	Wednesday January 3, 2024 - Friday January 5, 2024
Day & Evening Classes Begin	Monday January 8, 2024
Last Day To Add A Course	Friday January 12, 2024
Last Day To Drop A Course For Refund	Friday January 19, 2024
Fall Graduation Status Available	Friday February 16, 2024
Public Holiday (Family Day) - College Closed	Monday February 19, 2024
Tuition Deposit Due for Summer	Wednesday February 21, 2024
Winter Reading Week (No Classes, College Open)	Monday February 26, 2024 - Friday March 1, 2024
Mid Term Grades Due	Friday March 8, 2024
Balance of Summer 2024 Tuition Fees Due	Monday March 18, 2024
Last Day to Withdraw From A Course Without Academic Penalty	Friday March 22, 2024
Registration Begins for Summer	Monday March 25, 2024 – Friday, March 29, 2024
Public Holiday (Good Friday) - College Closed	Friday March 29, 2024
Last Day of Classes	Sunday April 21, 2024
Final Grades Due by Faculty at 6pm	Tuesday April 23, 2024

SUMMER 2024	Bachelor Degrees 14 Week Semester
Orientation	Monday April 29, 2024 – Friday May 3, 2024
Day & Evening Classes Begin	Monday May 6, 2024
Last Day To Add A Course	Friday May 10, 2024
Last Day To Drop A Course For Refund	Friday May 17, 2024
Public Holiday (Victoria Day) - College Closed	Monday May 20, 2024
Winter Graduation Status Available	Monday, June 3, 2024
Tuition Deposit Due for Fall	Wednesday June 12, 2024
Convocation Week	Monday, June 17, 2024 – Friday June 21, 2024
Summer Reading Week (No Classes, College Open)	Monday June 24, 2024 - Friday June 28, 2024
Public Holiday (Canada Day) - College Closed	Monday July 1, 2024
Mid Term Grades Due	Friday, July 12, 2024
Balance of Fall Tuition Fees Due	Wednesday, July 17, 2024
Last Day To Withdraw From A Course Without Academic Penalty	Friday July 19, 2024
Registration begins for Fall	Monday July 22, 2024 - Friday July 26, 2024
Public Holiday (Civic Day) - College Closed	Monday August 5, 2024
Last Day of Classes	Sunday August 18, 2024
Final Grades Due by Faculty at 6 p.m.	Wednesday August 21, 2024

SEMESTER 1 BOOKLIST

ACCT 1000 INTRODUCTORY FINANCIAL ACCOUNTING

Financial Accounting: Tools For Business Decision-Making, 9th Canadian Edition
Kimmel, P., Weygandt, J., Mitchell, J., Trenholm, B., & Irvine, W., Burnley, C.
Wiley, 2023

ECON 1000 MICROECONOMICS

Principles of Microeconomics, 9th Canadian Edition
Mankiw, N. G., Kneebone, R. D., & McKenzie, K. J.
Nelson Education, 2024

Study Guide for Use with Principles of Microeconomics, 8th Canadian Edition
Fortura, P., & Joseph, T.
Nelson Education, 2020

LAW 1000 BUSINESS LAW

Managing the Law: The Legal Aspects of Doing Business, 6th Canadian Edition
McInnes, M. Kerr, I., & VanDuzer, J., Lavoie, M.
Pearson Education, 2024

MKTG 1000 MARKETING

Marketing: An Introduction, 7th Edition
Armstrong, G., Kotler, P., Trifts, V., & Buchwitz, L. A.
Pearson Education, 2020

To review textbook purchasing options, please visit the Humber Bookstore link below:
bkstr.com/humberitlakeshorestore

HUMBER SERVICES

OFFICE OF THE REGISTRAR

The Office of the Registrar will play a vital role as a Humber student. They are responsible for admitting and registering students, maintaining student academic records (i.e. transfer credits and transcripts), and provide education support via financial aid, including bursaries, scholarships, and OSAP. Most of the services that the Office of the Registrar provides can be accessed via MyHumber. Visit www.humber.ca/myhumber to log in to your MyHumber account or visit the Office of the Registrar in WEL106 between 8:30 a.m. – 4:30 p.m. Monday through Friday.

ACADEMIC REQUIREMENTS AND REGULATIONS

Humber College's Academic Requirements and Regulations outline the policies and procedures that apply to all students, faculty, and staff. Please take the time to review the Academic Requirements and Regulations as it describes the processes involved in resolving student issues, including academic misconduct. You can find the document at www.humber.ca/admissions/office-of-the-registrar/academic-records/academic-regulations

PARKING AND LOCKERS

Parking permits and lockers can be purchased online via your MyHumber account.

IGNITE

Ignite represents all full-time students at both campuses providing services, clubs, events and advocacy for Humber students. Please visit www.ignitestudentlife.com for more information on the services available to you, including Health and Dental Insurance.

PHOTO ID

You can download the ONECard application and upload a digital photo to the application. Please visit <https://humber.ca/onecard/myphoto> for more information.

FINANCIAL AID/OSAP

Students who have been approved to receive OSAP will receive their funds if the MFSAA has been submitted. If you have questions regarding OSAP or other financial aid issues, please visit www.humber.ca/admissions/financial-aid or the Financial Aid Office in WEL106 between 8:30 a.m. – 4:30 p.m. Monday through Friday.

BLACKBOARD

Blackboard is Humber College's primary Learning Management System and allows us to transform the traditional classroom into the digital realm. Visit the Blackboard FAQ page for answers to common questions that you may encounter: humberonline.ca/blackboard-faq For Blackboard support, please visit <https://humber.ca/innovativelearning/support-centre/>

AWARDS AND SCHOLARSHIPS

Longo Faculty of Business offers five special scholarships in addition to the Humber awards and scholarships. Only full-time students enrolled in a program within the Longo Faculty of Business are eligible for these awards. Students must meet the minimum criteria as described on the website. Applications open in August of each year and will close in November. For more information, please visit <https://business.humber.ca/current-students/resources/scholarships-and-awards>

ATHLETICS AND RECREATION

Students with a valid Photo ID card can access Humber's Athletic Centre at 3246 Lake Shore Blvd. Various recreational activities, both individual and team-oriented, have been planned to meet the needs and interests of students.

CAREER CENTRE

Students can obtain assistance to improve their resume, participate in mock interviews, and search for jobs, both on and off campus. Please visit the Career Centre in WEL105.

COUNSELING AND STUDENT DEVELOPMENT SERVICES

A wide variety of services in a private setting with professional counselors are available to students. Services available include academic/university advising, career guidance, and support in dealing with personal or mental health issues. Please visit The Counseling Department in WEL202.

CHILD CARE

Humber College's Child Care Centre is designed to accommodate the child care needs of students, staff and community members. Applications should be made as early as possible as there is usually a waiting list.

ACCESSIBILITY LEARNING SERVICES

A wide range of services are available to assist students in overcoming some of the obstacles or barriers that they may be experiencing from a type of disability that has an impact on their learning. These services are free and confidential. If a student has a disability, is wondering if they have a disability, or would simply like further information they should visit WEL202 or www.humber.ca/student-life/swac/accessible-learning

PEER TUTORING

One-on-one assistance for students having difficulties with a specific course is available to any fulltime or part-time student. The registration is free and student can receive a maximum of three hours of tutoring per week after attending a brief orientation session.

HEALTH SERVICES

Nurses are always available to assist with the health and wellness of students and staff. Assessments, referrals, treatment for minor illnesses, and doctor's appointments are among some of the services available. Students should bring their Student ID card when they visit the Health Centre in WEL202 and if they have a doctor's appointment they should also bring their health card.

INTERNATIONAL OFFICE

For most international students, our office is considered "Home Base." We are able to assist students in becoming comfortable throughout their stay at Humber and answer questions they may have about health insurance, accommodations, banking, Canadian life, etc. Social events are planned so that international students have the opportunity to meet each other and visit many attractions in Ontario. For further information, visit the International Office in H100A or visit online at international.humber.ca

PUBLIC SAFETY (SECURITY)

The Department of Public Safety Security Services is dedicated to ensuring all students, staff and visitors are safe at Humber College 24 hours a day. Security reception is located in M106.

THE WORK ALONE PROGRAM

The Work Alone Program is available to all students, staff, and faculty who are studying or working late, past the standard business hours. Individuals may advise security that they will be staying on campus late and a security guard will periodically check up on the individual. Please note that you must alert the security guard when you are leaving if you request this service.

R.A.D. TRAINING

Rape.Aggression.Defence (R.A.D. Training) is a basic self-defense course offered for free to all women at Humber College. For more information, please visit www.humber.ca/publicsafety

H.E.A.R.T. PROGRAM

The Humber Emergency Auto Response Team (H.E.A.R.T.) program is designed to assist staff, students, faculty, and visitors who are experiencing vehicle problems while at Humber. H.E.A.R.T. can provide emergency contact information, loan a gas can, assist with a battery boost, and provide a lock de-icer.

BOOKSTORE

Students can order textbooks online at bkstr.com/humberitlakeshorestore or visit the bookstore on campus.

FOOD SERVICES

Humber Food Services has a passion for providing quality food and services with a focus on freshness, satisfaction, and value. This is reflected in the freshly prepared menus and the hallmark brands such as Booster Juice, Mr. Sub, Pizza Pizza, Tim Hortons, Extreme Pita and much more. Humber College also offers meal plans. Please visit www.dineoncampus.ca/humber for more information and details.

LIBRARY

Not only does the Library offer the standard library services, it also assists students with disabilities in obtaining textbooks transcribed on tape or Braille. A wide variety of audio-visual equipment in the Media Centre is available for students to borrow for class projects and classroom presentations. Students should bring their student photo ID card to the Library's circulation desk to activate their library card. The photo ID/library card is required before library materials or media equipment can be borrowed. To access the library's web database, please visit www.library.humber.ca

Humber Lakeshore Campus

