



GREYSTONE COLLEGE
OF BUSINESS & TECHNOLOGY

DIPLOMA

ENTRY REQUIREMENT

- Students who are interested in attending Greystone College must have completed (graduated from) their final year of general schooling – Grade 12.
- International Students must demonstrate advanced level of English with our online written test and arranged speaking interview.

Note: The online written test is exempt if iBT 80, IELTS 6.5, or ILSC A1 is presented. The online written test is exempt if ILSC's Business English Management Certificate, International Business English Certificate, or JOBS - Job Opportunity & Business Certificate is completed.

If an applicant fails to meet the minimum requirements, they cannot be waived by either the institution or the student.

PROGRAM LENGTH

24 weeks (21 hours per week)

**Part time evening classes also available*

PROGRAM IS AVAILABLE AT

Greystone College – Vancouver



PCTIA
ACCREDITED

INTERNATIONAL BUSINESS MANAGEMENT DIPLOMA

AVAILABLE AT
VANCOUVER

- Completion of the International Business Diploma qualifies you for certification by the Canadian Institute of Management (CIM)
- Program taught by industry professionals and highly qualified instructors

PROGRAM DESCRIPTION

The International Business Management Diploma program prepares students to enter the world of business management and looks at the current global business environment. Students will discuss global issues, prepare presentations, do team projects, and extend their research skills. There is a comprehensive text book for each course.

The International Business Management Diploma is made up of three two-month certificates: Business Management Certificate, Business Communications Certificate and the International Business and Trade Certificate. Students may choose to complete only one certificate specialization or complete all three and earn the diploma.

Upon successful completion of this twenty-four week diploma program students will graduate with an excellent understanding of the essentials of business management. In addition, graduates of the diploma program are eligible for the Certificate in Supervisory Management from the Canadian Institute of Management.

2012 PROGRAM START DATES

Each certificate is 8 weeks in length, Monday to Thursday 9 am to 2:30 pm and Friday 9 am to 12 pm. After successful completion of all three modules students will receive the **International Business Management Diploma**.

CERTIFICATE	START DATES	COURSE NAME
International Business and Trade	January 30, 2012	International Business Management
	February 27	Marketing
Business Communication Certificate	March 26	Managerial Communications
	April 23	Organizational Behaviour
Business Management Certificate	May 22	Introduction to Business Management
	June 18	Business Law
International Business and Trade	July 16	International Business Management
	August 13	Marketing
Business Communication Certificate	September 10	Managerial Communications
	October 9	Organizational Behaviour
Business Management Certificate	November 5	Introduction to Business Management
	December 3	Business Law

Completion of courses can be used towards application for certification from the Canadian Institute of Management.

WHAT IS THE CIM?



The Canadian Institute of Management is Canada's senior management association. As a non-profit organization, the Institute is dedicated to the enhancement of managerial skills and professional development.

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EDUCATION
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I can learn lots of valuable business knowledge through the IBM class. It is really practical and focused on how to apply what we learn to real business situations. It was so valuable to study international business with multinational students.

Soohyun Kim



GREYSTONE COLLEGE
OF BUSINESS & TECHNOLOGY

PROGRAM OVERVIEW

INTERNATIONAL BUSINESS AND TRADE CERTIFICATE

Session Admission: Completion of ILSC Business English Management Certificate, International Business English Certificate, JOBS Certificate or an Advanced Level of English.

INTERNATIONAL BUSINESS

This course introduces students to globalization and to the value-adding activities of businesses in the current global economy. First we discuss the impact of national cultures on doing business globally. In addition, we examine the external forces that impact businesses, international organizations, legal and labor forces in the global context. Further, the course touches on the import/export process, strategic alliances and the impact of rapid environmental changes on strategic planning for international business.

MARKETING

This course is designed to provide students with an introduction to marketing concepts and terminology. It examines the importance of marketing within organizations and society in general. Students will study the major components of a marketing plan, the marketing mix and consumer relationships. They will learn how to address the basic needs of companies in planning, developing, and managing products, distribution channels, promotion and pricing.

BUSINESS COMMUNICATION CERTIFICATE

Session Admission: Completion of ILSC Business English Management Certificate, International Business English Certificate, JOBS Certificate or an Advanced Level of English.

ORGANIZATIONAL BEHAVIOUR

This course introduces students to the concepts of organizational behaviour and their application in today's business environments. Students will develop insights into how the behaviour of individuals and groups impact organizations. Further, they will learn to apply the theories and concepts of organizational behaviour to develop effective managerial competencies in such areas as teamwork, motivation, decision making and leadership.

MANAGERIAL COMMUNICATIONS

The ability to communicate well is an essential requirement for all employees of an organization. In this course we explore the importance of communication in business and cross-cultural environments; students also compose various forms of written communication and prepare and deliver a formal business presentation.

BUSINESS MANAGEMENT CERTIFICATE

Session Admission: Completion of ILSC Business English Management Certificate, International Business English Certificate, JOBS Certificate or an Advanced Level of English.

INTRODUCTION TO BUSINESS MANAGEMENT

This course introduces students to the concept of management by exploring the roles and functions of managers in a business environment. The purpose of the course is to enhance the students' understanding of the elements of the management processes of planning, organizing, directing and controlling organizational activities. The course is designed to build a foundation of knowledge needed in future management courses.

BUSINESS LAW

The course provides students with an overview of business law and an understanding of basic legal terminology. Students will acquire a broad background in business law as it applies to corporations. Class topics and discussions will draw on examples from current news media reports on law cases. Knowledge of the court system will include field trips to the law courts.

The curriculum is subject to change. The diploma program includes all six courses and students are allowed to take individual courses.

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