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**Course Selection Form for the**

**Ph.D. Program in Business Administration**

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| Student Name: |  | Student Number: |  |
| Field of Study: |  | Supervisor: |  |
| Program Start Date: |  | Projected End Date: |  |

All students are required to take between 6 and 12 courses and all course work must be completed within 20 months of starting the program. **It is recommended that, as far as possible, students take a maximum of three courses per term**.

**INSTRUCTIONS:** Please review the list of courses for degree completion and place a “YES” beside each course that the student is required to complete. Identify which year and term the student is expected to take the course ensuring that all required courses are completed by the end of the winter term of year two. If a student is exempt from a course due to proven prior knowledge, please mark that course as “EXEMPT” and provide a written explanation for the exemption (e.g. which course from previous degree is equal to the required course).

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**Excerpts from Related Policies in the School of Graduate Studies Calendar:**

**D** (Count towards the Doctoral degree requirements)

This category identifies the courses that are to count towards the Doctoral degree requirements (including any additional graduate requirements or undergraduate courses specified by the supervisory committee or Department Chair). The passing grades for a D course are A+, A, A‐, B+, B, and B‐.

***Note***: Courses that are required by the supervisory committee or the Department Chair as additional requirements in excess of the stated minimum for the program must be designated as D.

**EC** (Extra Course)

This category identifies courses that the student is taking with the approval of the supervisor but that are not necessary to the student’s current degree program. If a failing grade (i.e. less than B-) is received in a course taken as Extra, the courses (and grade) will not appear on the student’s transcript unless because of academic dishonesty. Students may petition to change the designation of an EC course to a D course prior to the deadline to drop a course provided that this change is supported by the supervisor and program. Changes of designation after the drop date will not be approved. Courses designated as EC may subsequently be counted towards graduate degree requirements and the course designation changed to D, if approved by the Faculty Admissions and Study Committee.

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| Student’s Signature: |  | Date Completed: |  |
| Supervisor’s Signature: |  | Area Chair Signature: |  |

# Accounting

Students in the Accounting field are required to take the following **8 courses** (A1):

* B790, A771, A772 and A773
* The following courses from the Department of Economics: 721, 722, 761 and 762

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A2).

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | |  | **A2) Additional Required Courses (if any) (“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B790**  Management Theory | Fall year 1 |  |  |  |  |  |
| **A771**  Seminar in Research Methods and Design in Accounting Research | Summer  year 1 |  |  |  |  |  |
| **A772**  Seminar in Financial Accounting Research | Fall year 2 |  |  |  |  |  |
| **A773**  Seminar in Managerial Accounting Research | Winter year 2 |  |  |  |  |  |
| **721 (Econ)**  Microeconomic Theory I | Fall year 1 |  |  | **Total required courses must not exceed 12** (A1+A2) | | |
| **722 (Econ)**  Microeconomic Theory II | Winter year 1 |  |  |  |  |  |
| **761 (Econ)**  Econometrics I | Fall year 1 |  |  |  |  |  |
| **762 (Econ)**  Econometrics II | Winter year 1 |  |  |  |  |  |

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| 1. **Extra Courses (“EC” Courses)** | | |  | **It is recommended that Accounting students follow this schedule:**  **Fall Year 1** B790  Econ 721  Econ 761  (Must take math prep Econ 765)  **Winter Year 1** Econ 722  Econ 762  **Summer Year 1** A771  **Fall Year 2** A772    **Winter Year 2** A773    **Summer Year 2** Comprehensive Exams |
| **Course Number** | **Timing** | **Yes/Exempt** |  |
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# Finance

Students in the Finance field are required to take the following **12 courses** (A1):

* B790, F770, F771, F772, F773 and F774
* The following courses from the Department of Economics: 721, 722, 723, 761 and 762
* One (1) 700-level course in Business, Economics or Math (determined in consultation with supervisor)

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A2).

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | | |  | **A2) Additional Required Courses (if any) (“D” Courses)** | | |
| **Course Number** | **Timing** | | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B790**  Management Theory | Fall year 2 | |  |  |  |  |  |
| **F770**  Financial Econ & Quant Methods | Fall year 1 | |  |  |  |  |  |
| **F771**  Financial Economics I | Winter year 1 | |  |  |  |  |  |
| **F772**  Financial Economics II | Fall year 2 | |  |  |  |  |  |
| **F773**  Empirical Methods in Finance | Winter year 2 | |  |  |  |  |  |
| **F774**  Seminar in Corporate Finance | Winter year 2 | |  |  |  |  |  |
| **721 (Econ)**  Microeconomic Theory I | Fall year 1 | |  |  |  |  |  |
| **722 (Econ)**  Microeconomic Theory II | Winter year 1 | |  |  | **Total required courses must not exceed 12** (A1+A2) | | |
| **723 (Econ)**  Macroeconomic Theory I | Fall year 2 | |  |  |  |  |  |
| **761 (Econ)**  Econometrics I | Fall year 1 | |  |  | **It is recommended that Finance students follow this schedule:**  **Fall Year 1** F770  Econ 721  Econ 761  (Must take math prep Econ 765)  **Winter Year 1** Econ 722  Econ 762  F771  **Summer Year 1** Comprehensive Exam (Part 1)  Survey Paper  **Fall Year 2** B790  F772  Econ 723  **Winter Year 2** F773  F774  One 700-level course in  Business, Economics or Math  **Summer Year 2** Comprehensive Exam (Part 2)  Research Paper Proposal | | |
| **762 (Econ)**  Econometrics II | Winter year 1 | |  |  |
| ***One 700-level course in***  ***Business, Economics or Math* (“D” Course)** | | | |  |
| **Course Number** | **Timing** | | **Yes/Exempt** |  |
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| **B) Extra Courses (“EC” Courses)** | | | |  |
| **Course Number** | **Timing** | **Yes/Exempt** | |  |
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# Health Management

Students in the Health Management field are required to take the following **10 courses** (A1):

* B790, B793, B794, B795, C780, C711/C781, C721/C782, C783, C785 (two consecutive years; total of 2 full courses)

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A3).

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| **A1) Program and Field Required Courses**  **(“D” Courses) 🡪 (for full-time students)** | | |  | **A1) Program and Field Required Courses**  **(“D” Courses) 🡪 (for part-time students)** | | |
| **Course Number** | **Timing** | **Yes OR**  **Exempt** |  | **Course Number** | **Timing** | **Yes OR**  **Exempt** |
| **B790-**Management Theory | Fall  Year 1 |  |  | **C781** (econ) **or C782** (policy)  (courses offered in alternat years) | Fall  Year 1 |  |
| **C781** (econ) **or C782** (policy)  (courses offered in alternat years) | Fall  Year 1 |  |  | **B794** (quant) **or B795** (qual) | Winter  Year 1 |  |
| **B794-**Research Methods Quant | Winter  year 1 |  |  | **C780-**Mixed Methods Research | Spring  Year 1 |  |
| **B795-Research Methods Qual** | Winter  Year 1 |  |  | **C781** (econ) **or C782** (policy) whichever was not taken in year 1 | Fall  Year 2 |  |
| **C785** – seminar (half course) | Winter  Year 1 |  |  | **B794** (quant) **or B795** (qual)  whichever was not taken in year 1 | Winter  Year 2 |  |
| **C785** – seminar (half course) | Spring  Year 1 |  |  | **C785** – seminar (half course) | Winter  Year 2 |  |
| **C780-**Mixed Methods Research | Spring  Year 1 |  |  | **C785** – seminar (half course) | Spring  Year 2 |  |
| **C781** (econ) **or C782** (policy) whichever was not taken in year 1 | Fall  Year 2 |  |  | **C783-**Research Issues | Spring  Year 2 |  |
| **B793-**Applied Multivariate Stats | Winter  Year 2 |  |  | **B790-**Management Theory | Fall  Year 3 |  |
| **C785** - seminar | Winter  Year 2 |  |  | **B793-**Applied Multivariate Stats | Winter  Year 3 |  |
| **C785** - seminar | Spring  Year 2 |  |  | **C785** – seminar (half course) | Winter  Year 3 |  |
| **C783-**Research Issues | Spring  Year 2 |  |  | **C785** – seminar (half course) | Spring  Year 3 |  |

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| 1. **Extra Courses (“EC” Courses)** | | |  | **A3) Additional Required Courses (if any)**  **(“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
|  |  |  |  |  |  |  |
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|  |  |  |  | **Total required courses must not exceed 12** (A1+ A3) | | |
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**It is recommended that Health Management students follow this schedule:**

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| --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Part-Time** | | | **Full-Time** | | |
|  | *Fall* | *Winter* | *Spring* | *Fall* | *Winter* | *Spring* |
| **1** | C781 OR C882 | B794 OR B795 | C780 | C781 OR C882  B790 | B794, B795  C785 | C780  C785 |
| **2** | C781 OR C882 | B794 OR B795  C785 | C783  C785 | C781 OR C882 | B793  C785 | C783  C785  comps |
| **3** | B790 | B793  C785 | C785  comps |  |  |  |

# NOTE: any deviations in the above recommended schedule must be approved by the student’s supervisor AND the Area Chair. Information Systems

Students in the Information Systems field are required to take the following **6 courses** (A1+A2):

* B784, B785, B790, B793, K797
* One (1) Ph.D. Information Systems course (chosen from K778, K779, K791, K792, K794 and K796)

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A3).

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | |  | **A3) Additional Required Courses (if any) (“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B784**  Research Methods & Design: Quantitative | Fall year 1 |  |  |  |  |  |
| **B785**  Research Methods & Design: Qualitative | Winter year 1 |  |  |  |  |  |
| **B790**  Management Theory | Fall year 1 |  |  |  |  |  |
| **B793**  Applied Multivariate Stats | Fall year 1 |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **K797**  Independent Research Study | Summer year 1 |  |  |  |  |  |
| **A2) Must take ONE of the following PhD IS courses (“D” Courses)** | | |  |  |  |  |
| **K778**  Selected Topics in Information Systems I |  |  |  |  |  |  |
| **K779**  Selected Topics in Information Systems II |  |  |  | **Total required courses must not exceed 12** (A1+A2+A3) | | |
| **K791**  Knowledge Management Systems |  |  |  |
| **K792**  Security, Privacy and Trust in eBusiness | Winter  year 1 |  |  |
| **K794** Advances in Information Systems Research |  |  |  |
| **K796**  Artificial Intelligence and Big Data Analytics | Winter year 2 |  |  |
|  |  |  |  |
| 1. **Extra Courses (“EC” Courses)** | | |  |
| **Course Number** | **Timing** | **Yes/Exempt** |  |
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**It is recommended that Information Systems students follow this schedule:**

**Fall Year 1** B784**,** B790, B793

**Winter Year 1** K792, B785

**Summer Year 1** K797

K796 **(Winter Year 2)** is an option instead of takingK792 above**,** as well as any remaining required courses

**Spring Year 2** Prepare and take Comprehensive Exams (for full-time students)

# Management of Organizational Behaviour and Human Resources

Students in the Management of Organizational Behaviour Human Resources field are required to take the following **8 seminar courses**:

* B780, B781, B782, B783, B784, B785, B790, B793
* Additionally, students must complete two independent research projects working under the mentorship of a faculty member (B797 and B798).

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A2).

**Note:** Sequencing of PhD seminars may change based on availability of faculty (e.g., sabbatical leaves).

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | |  | **A2) Additional Required Courses (if any) (“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B780**  Organizational Behaviour: Field Research and Issues |  |  |  |  |  |  |
| **B781**  Organizational Theory: Field Research and Issues |  |  |  |  |  |  |
| **B782**  Human Resources: Field Research and Issues |  |  |  |  |  |  |
| **B783**  Special Topics |  |  |  |  |  |  |
| **B784**  Research Methods and Design: Quantitative | Fall year 1 |  |  |  |  |  |
| **B785**  Research Methods and Design: Qualitative | Winter year 1 |  |  |  |  |  |
| **B790**  Management Theory | Fall year 1 |  |  |  |  |  |
| **B793**  Applied Multivariate Stats | Fall year 1 |  |  | **Total required courses must not exceed 12** (A1+A2) | | |
| **B797**  Research Project I | Summer year 1 |  |  |
| **B798**  Research Project II | Winter year 2 |  |  |

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| 1. **Extra Courses (“EC” Courses)** | | |  | **It is recommended that MOBHR students follow this schedule:**  **Fall Year 1**B784  B790                         B793  One of B780/B781/B782/B783  **Winter Year 1** B785  One of B780/B781/B782/B783  **Summer Year 1** B797  **Fall Year 2**          One of B780/B781/B782/B783  + B798  **Winter Year 2** One of B780/B781/B782/B783                              Prepare comprehensive exams.  **Summer Year 2**   Comprehensive Exams |
| **Course Number** | **Timing** | **Yes/Exempt** |  |
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# Management Science

Students in the Management Science field are required to take the following **10 courses** (A1+A2):

* B790, Q771, Q773, Q780, Q781 and Q790
* Four (4) Ph.D. courses chosen from: Q772, Q774, Q778, Q782, Q783, Q784, Q785, Q786, Q787, Q791, Q793 or Q794

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A3).

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | |  | **A2) Must take FOUR of the following MS PhD courses (“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B790**  Management Theory | Fall year 1 or 2 |  |  | **Q772**  Networks and Graphs in Operations Research |  |  |
| **Q771**  Stochastic Processes with Business Applications | Fall year 1 |  |  | **Q774**  Combinatorial Optimization: Complexity and Heuristics |  |  |
| **Q773**  Mathematical Programming: Theory and Algorithms | Winter year 2 |  |  | **Q775** Combinatorial Optimization: Complexity and Heuristics | Winter year 1 |  |
| **Q780**  Management Science Research Issues I  *Take with Supervisor* | Summer year 1 or Fall year 2 |  |  | **Q778**  Special Topics in MS/S |  |  |
| **Q781**  Management Science Research Issues II  *Take with Supervisor* | Fall/Winter year 2 |  |  | **Q782** Dynamic Programming and Optimal Control |  |  |
| **Q790**  Advanced Operations Management I | Fall year 1 |  |  | **Q783** Game Theory and Decision Analysis | Fall year 2 |  |
|  |  |  |  | **Q784** Supply Chain Design and Coordination |  |  |
|  |  |  |  | **Q785** Queuing Theory and Computer Simulation | Fall year 2 |  |
| **B) Extra Courses (“EC” Courses)** | | |  | **Q786**  Network Design Issues in Freight Transportation | Winter year 2 |  |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Q787**  Optimization Under Uncertainty | Winter Year 1 |  |
|  |  |  |  | **Q791**  Advanced Operations Management II |  |  |
|  |  |  |  | **Q793**  Sequencing and Scheduling |  |  |
|  |  |  |  | **Q794**  Inventory Theory |  |  |
| **It is recommended that MS students follow the following schedule:**  **Fall Year 1** Three courses (e.g. B790, Q771,  Q782or Q790)  **Winter Year 1** Q773 and two additional courses  (e.g. Q778 and/or Q787)  **Summer Year 1** Research  **Fall Year 2** Q771, Q780 and one additional  course (e.g. B790)  **Winter Year 2** Q781 and two additional courses  (e.g. Q787) **Summer Year 2** Comprehensive Exams | | |  | **A3) Additional Required Courses (if any) (“D” Courses)** | | |
|  | **Course Number** | **Timing** | **Yes/Exempt** |
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|  | **Total required courses must not exceed 12** (A1+A2+A3) | | |
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# Marketing

Students in the Marketing field are required to take the following **7 courses** (A1+A2):

* B790, M771, M772, M773
* One of either M774 or M775
* Either Managerial stream courses: B793 and B794 **OR** Quantitative stream courses: Econ 761 and Econ 762

Students may also be required to take additional courses depending on the strength of their background in the field to a **maximum of 12** **required courses** including any additional courses (A3). For example, students in quantitative marketing strategy may be required to take the appropriate Microeconomics and Econometrics courses from Economics.

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| **A1) Program and Field**  **Required Courses (“D” Courses) 🡪** | | |  | **A2) Must take TWO of the following depending on chosen stream (“D” Courses)** | | |
| **Course Number** | **Timing** | **Yes/Exempt** |  | **Course Number** | **Timing** | **Yes/Exempt** |
| **B790**  Management Theory | Fall year 1 |  |  | **B793**  Applied Multivariate Stats | Fall year 1 |  |
| **M771**  Marketing Foundations | Winter year 1 |  |  | **B794**  Research Methods & Design | Winter year 1 |  |
| **M772**  Marketing Models and Modeling | Fall year 2 |  |  | **OR** | | |
| **M773**  Inter-Organizational Research in Marketing | Fall year 2 |  |  | **761 (Econ)**  Econometrics I | Fall year 1 |  |
| **AND** | | |  | **762 (Econ)**  Econometrics II | Winter year 1 |  |
| **M774**  Special Topics in Marketing Strategy I | Winter year 2 |  |  |  |  |  |
| **OR** | | |  | **A3) Additional Required Courses (if any) (“D” Courses)** | | |
| **M775**  Special Topics in Marketing Strategy II | Winter year 2 |  |  | **Course Number** | **Timing** | **Yes/Exempt** |
|  |  |  |  | **721 (Econ)**  Microeconomic Theory I | Fall year 1 |  |
| **B) Extra Courses (“EC” Courses)** | | |  | **722 (Econ)**  Microeconomic Theory II | Winter Year 1 |  |
| **Course Number** | **Timing** | **Yes/Exempt** |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | **Total required courses must not exceed 12** (A1+A2+A3) | | |

**It is recommended that Marketing students follow the following schedule:**

**Fall Year 1** B790, B793, Econ 761 (if chosen stream)

**Winter Year 1** M771, M774, B794 **OR** Econ 762

**Summer Year 1** Research

**Fall Year 2** M772, M773

**Winter Year 2** M775 and any remaining required courses, prepare for comprehensive exams

**Summer Year 2** Comprehensive Exams