NORTHERN LIGHTS COLLEGE
REGISTRAR'S OFFICE
PROGRAM INFORMATION AND COMPLETION GUIDE

Program Name:
Credential/Certification: Post Degree Diploma in Information Resources Management
Date Submitted: November 2024
Effective Date: May 2025

Program Contact: Chair, STEM Programs. academic-chair@nlc.bc.ca

Dean: Kathy Doucette

Document Author: Rob-Roy Douglas

Program Description:
The Post Degree Diploma in Information Resources Management is ideally suited to students who already hold a minimum three-year degree in business, computer science, information technology, or a related field. This program prepares graduates for careers that require a combination of managerial, financial and IT education and experience. Northern Lights College's Post-Degree Diploma in Information Resources Management provides a comprehensive understanding of the role of information technology in the financial process.

Students will gain a thorough understanding of how to integrate the principles of IT with financial oversight practices, implement and safeguard financial data and understand risk management and compliance in the decision making process. This program also equips graduates with the skills needed to protect confidential data and understand how to protect the integrity of organizational IT infrastructure.

Admission Requirements:
A. A minimum three-year degree in Computer Science, Information Technology, or related discipline, or a similar degree in Business Management or a related discipline that incorporates at least two university-level mathematics, science or computer science courses or an equivalent combination of education and experience.

B. Domestic students and students from countries that practice Standard Written English (see Appendix A) must have official transcripts demonstrating that they have met the English Requirements: One of the following with a "C" grade or higher: English 12 or English Literature 12 or English First Peoples 12, ENGL 050, or ENGL 099. Alternatively, any university-level English course with a "C" grade or higher. Students

who do not meet one of the above English requirements must complete the NLC Writing Assessment for appropriate course placement.

C. International students who do not meet the requirement B. above, and domestic students who received their secondary education in French or another language, must show that they have met the NLC English requirement: see Appendix A (General Academic English Language Proficiency Requirements).

D. Students applying with a combination of education and experience in place of a 3+ year degree, must demonstrate completion of Grade 12 Calculus OR Grade 12 Computer Science OR Grade 12 Precalculus OR MATH 050 with a minimum grade of 'C'. Alternatively, any university-level Calculus course with a "C" grade or higher.

**Note: The Post-Degree Diploma in Information Resources Management alone does not meet the typical education requirements for a Master's Degree program (or MBA) in Canada. Students planning to study at a Master's Degree level in Canada should ensure that their prior education (a three or four-year degree) meets the educational requirements for their intended program. The Post-Degree Diploma in Information Resources Management is a capstone program that adds information technology and business management knowledge to an educated student's portfolio.

Length of Program: (weeks and total hours)
915 hours in total. Depending on a student's start-date and academic progress, the PDD may be completed in four semesters. However, a fifth semester during the May-June intersession period may be necessary. Students should refer to the PDD planning grid and timetables, and consult with the program contacts listed above.

Program Intake: (start/finish dates) Start: September, Finish: April.

Standard intakes occur in September every year. Students may begin their studies off-cycle in January or May, but depending on course offering schedules, this may lead to a study period of over two years to complete the credential

Available Seats:

Application Deadline: Last day for late registration as indicated in the NLC Calendar, but International students should contact students@international.nlc.bc.ca for deadlines specific to their situation

Career Prospects: Careers and opportunities in such areas as finance, accounting, information technology and general management. Specific career opportunities include

Financial Anlayst, Internal Auditor, Forensic Accountant, Compliance Officer and Data Analyst

Affiliations/Partnerships:

Location: Dawson Creek & Fort St. John Campuses

Additional Requirements/Supplies: (fees, supplies, materials)
Financial calculator and a computer with Intel Core i7, 16 GB RAM, 512 GB hard disk, or equivalent or better.

Eligibility for Canada Student Loans: (Yes or No)
Domestic students - Yes
International students - No

Required Minimum Grade: (overall and/or minimum within a course)
C (60%) overall; D (50%) minimum in a course

Residency Requirement: (percentage of courses which must be taken at NLC)
25%

Required Courses: (list courses required to complete credential
                        and total hours for each course)
A.   Language Requirement
ENGL 110 Introduction to Workplace Communication (45 hours; 3 credits)

B. Required Courses
ECON 105 Principles of Economics (3 credits)
FNST 100 Indigenous Peoples of Canada (3 credits)
  OR FNST 102 Treaties and Aboriginal Rights (3 credits)
ITEC150 Small Computer Systems (3 credits)
ITEC 210 Database Design (3 credits)
ITEC 251 Cyber Security Analysis (3 credits)
MGMT 104 Principles of Management (3 credits)
MGMT 107 Fundamentals of Marketing (3 credits)
MGMT 111/Math 108 Finite Mathematics (3 credits)
  OR MATH152 Introductory Linear Algebra (3 credits)
MGMT 120 Financial Accounting (3 credits)
MGMT 201 Intermediate Financial Accounting I (3 credits)
  OR MGMT 221 Managerial Accounting (3 credits)

MGMT 260 Principles of Corporate Finance (3 credits)
MGMT 290 Quantitative Methods for Business (3 credits)
MGMT 295 Management Science (3 credits)
MGMT 450 Principles of Project Management (3 credits)
MGMT 453 Project Management Information Technology Specialization (1 credit)

C. Closed Management Electives (3 courses from the following list):
MGMT 111/MATH 108 Finite Mathematics (3 credits)
MGMT 202 Intermediate Financial Accounting II (3 credits)
MGMT 203 Taxation (3 credits)
MGMT 204 Human Resource Management (Personnel) (3 credits)
MGMT 217 Business Systems Analysis & Design (3 credits)
MGMT 219 Entrepreneurship: Start Up (3 credits)
MGMT 225 Strategic Management (3 credits)
MGMT 304 Operations Management (3 credits)
MGMT 228 Business Law: Principles and Applications (3 credits)
MGMT 261 Principles of Corporate Finance II (3 credits)
MGMT 280 Safety Management (3 credits)
MGMT 305 Business Analytics (3 credits)
MGMT 306 Management Science II (3 credits)
MGMT 301 Management Skills for Supervisors (3 credits)
MGMT 302 Business Sustainability and the Environment (3 credits)
MGMT 430 Business Ethics and Social Responsibility (3 credits)

D: Closed Electives (any 2 from the following list)
CPSC 101 Introduction to Computing (3 credits)
ECON 210 Managerial Economics (3 credits)
ENGL 100 Academic Writing (3 credits)
ENGL 110 Introduction to Workplace Communication (3 Credits)
ITEC 241 Data Communication and Network Infastructure (3 credits)
ITEC 243 Introduction to Cloud Computing (3 credits)
MATH 101 Calculus (3 credits)
  OR MATH 105 Calculus for Social and Biological Sciences I (3 credits)
MATH152 Introductory Linear Algebra (3 credits)
PHIL 110 Introduction to Logic and Critical Thinking (3 credits)
PSYC 224 Organizational Behaviour (3 credits)