



MANAGEMENT CERTIFICATE PROGRAM

Part-Time Program

The Management Certificate Program is designed for individuals who want to develop their professional skills and further their career. It prepares them to take on management and leadership roles in their organization.

GRADUATION REQUIREMENTS:

Required Courses: (183hours)

- Learning Techniques Seminar(3 hours)
- Effective Oral Communication (36 hours)
- Effective Written Communication (36 hours)
- Business Fundamentals (36 hours)
- Organizational Behaviour (36 hours)
- Essential Skills for Managers (36 hours)

Elective Courses: (72 Hours)

Choose two courses from the following list:

- Accounting Fundamentals (36 hours)
- Effective Facilitation* (36 hours)
- Financial Management for Non-Financial Managers (36 hours)
- Leadership Development (36 hours)
- Managing Conflict (36 hours)
- Marketing Fundamentals (36 hours)
- Principles of Human Resource Management (36 hours)
- Project Management I:Fundamentals
- Public Relations Fundamentals

Professional Edge Seminars: (35 hours total)

Complete five one-day seminars (7 hours each) or a combination of one and two-day seminars (14 hours) for a total of 35 hours.

Students who do not hold an undergraduate degree must complete the University Writing and Research seminar as one of their Professional Edge seminar requirements if they are pursuing a certificate and diploma program through the Professional Studies Program Area.

** This elective course is only available in a day-time course offering.*

FAST-TRACK OPTIONS:

If you would like to finish your program faster there are courses available during the day.

LOCATION:
The University of Winnipeg
Professional, Applied &
Continuing Education
Buhler Centre
460 Portage Ave
Winnipeg, MB

MAILING ADDRESS:
The University of Winnipeg
Professional, Applied &
Continuing Education
515 Portage Avenue
Winnipeg, MB
R3B 2E9

GETTING STARTED:

To attend a class:

- Complete & submit a Course Registration Form to the UWDCE Registration Office

To enroll in a program:

- Complete & submit an Application for Admission Form to the UWDCE Registration Office

Courses begin at various times throughout the year. It's never too late to get started.

CHECK OUR WEBSITE FOR THE LATEST OFFERINGS AND COURSE INFORMATION

ACADEMIC ADVISING:

For more information & to build an individual learning plan contact Ashlie Wilson at 204.982.1178 or a.wilson@uwinnipeg.ca

ARTICULATION FOR CREDIT:

Graduates of the Management Certificate Program may be eligible for equivalent course credits towards an undergraduate degree at the University of Winnipeg.

CAREER OPPORTUNITIES:

- Administrative Services Manager
- Financial Administrator
- Material Manager
- Purchasing Manager
- Network Operations Manager
- Tele Communications Manager
- Real Estate Service Manager

TUITION:

\$4,050 - Approximate total domestic cost (subject to change)
Courses are paid for at time of registration, the cost per course varies. Please check our website for current prices.



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