

Information Management (Post Diploma) – Program Plan Checklist



Name: _____

Program Start Date: _____

Student ID: _____

GPA _____

Telephone #: _____

Alt Email: _____

Semester	Course #	Course Name	Prerequisite	Grade	Credit Value	Term
One (Fall)	OP1400	Records and Information Management I	None		4	
	EP2130	Business Principles and Practices	None		4	
	CR1280	IM Computer Concepts	None		2	
	CM1370	IM Communications	None		4	
	CP2410	Micro Database Applications	None		3	
	PR2700	Project Management	None		4	
Two (Winter)	OP1401	Records and Information Management II	OP1400		4	
	CR1360	IM Security	CR1280		4	
	OP1320	Classification	OP1400		4	
	OP1600	Electronic Records Management	OP1400		4	
	CP3470	IM Systems Analysis and Design	EP2130, OP1400, CR1280, CP2410 and CM1370		6	
Three (Intersession)	CR3540	Capstone Project	CP3470, OP1600, OP1320, CP2410, PR2700, OP1401		4	
	LW1280	Information Management Law	OP1401		3	

NOTE:

- Students must meet entrance requirements for the Information Management (IM) program to be eligible to register for any course/s in the program.
- Prerequisites - When registering for courses, please take note of the prerequisites. A prerequisite must be completed before registering for a subsequent course.
- Students must achieve a grade point average of 2.0 or greater to meet graduation requirements. Use the GPA calculation table to calculate your GPA.
- This document is for planning purposes only. Official confirmation of course completion and grades are obtainable from Learner Services.