

Registration Guide 2025-2026

Keyano College reserves the right to modify the syllabus, curriculum, or schedule of any course/program, or to cancel a course/program entirely, at any time and for any reason. Such changes may be necessary due to unforeseen circumstances, regulatory requirements, or to ensure the highest quality of education.

Students will be notified of any significant changes as soon as possible. Keyano College is not responsible for any inconvenience or disruption caused by these changes. It is the responsibility of the students to stay informed about any updates or modifications to their courses.

The information in this Registration Guide is accurate at the time of publication and is subject to change without notice. It is the students' responsibility to ensure the accuracy of their program and course choices. This Guide should be used along with the official version of the Keyano College Credit Calendar (keyano.ca/creditcalendar).

Register for courses online at <https://selfservice.keyano.ca/SelfService/Home.aspx>

If you need assistance, send a screenshot of your Self Service issue to student.advisors@keyano.ca and include your student ID in the email

Self Service instructions, including a Frequently-Asked Questions & Troubleshooting document, can be found here: [Course Registration - Keyano College](#)

Co-op Work Terms are added after completion of all Year 1 courses and co-op related assignments. Please contact wil@keyano.ca for more information.

If you choose not to follow the course sequence in your Program of Study, you might not complete the required courses in time to graduate. Please see the program of study table with prerequisites listed for each course, to determine your progress toward graduation. Prerequisites are established to ensure students have the academic foundation to be successful in their courses.

The following SECTION codes are reserved for specific programs. If you register for these sections when you are not in the program, additional charges may be added to your account.

Business Administration:

- **BAV** are reserved for **Business Aviation Diploma**
- **ES** are reserved for **eSport Management Diploma**
- **HR** are reserved for **Human Resource Management Diploma**

Childhood Studies:

- **ABLD & EBLD** are reserved for **Applied ELCC Diploma**

University Studies:

- **GOV** is reserved for **Governance & Civil Studies Diploma**
- **NURS** is restricted to **Bachelor of Science in Nursing Degree**
- **PN** is restricted to **Practical Nurse Diploma**
- **SOWK** is restricted to **Social Work Diploma**

These sections will be removed from the schedules of students not in the programs for which they are reserved.

Multi-Part Courses

If your course includes a laboratory, tutorial, clinical, or practicum, please register for ALL required parts, and choose matching section codes. (see specific course combinations, link below)

For example:

- BUS111 lecture A **and** laboratory AL1
- CHEM101 lecture A, laboratory X, **and** tutorial V
- CHEM102 lecture B, laboratory Y, **and** tutorial V2

Please Note: All schedules are tentative and subject to change until the [last day to add/drop classes](#) each term.

Course combinations have been created so that students can register in all required courses without time conflicts. Please see Course Combo listings on [Course Registration Guides - Keyano College](#)

However, it is the student's responsibility to check for time conflicts in the registration process. Please see "How to add credit classes (register for courses)" instructions.

Please see next page for Program of Study guide.

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Program of Study: Global Supply Chain Management Diploma

This diploma program consists of four 4-month terms, plus one 6-week final term.

Graduation: Students with a passing grade in each course, who successfully complete the program of study and obtain an overall Grade Point Average of 1.7 or better shall be issued a diploma. **Grades of D may impact your eligibility to graduate.**

Transferability: For information on transfer to various post-secondary institutions, please refer to the Alberta Transfer Guide at transferalberta.alberta.ca. Please note that every institution has its own policy regarding minimum grades needed for transfer credit.

Based on the number of credits required in an academic year, the number of credits required to reach Full Time (FT) status can vary.

- The six-week Spring term is an opportunity to take courses that you may have missed.
- Students can only be Part Time in Spring.

You may reduce your course load and do fewer courses per term, but it will take you longer than four terms to graduate and you will incur additional costs.

Registration Guide 2025-2026 Program of Study: Global Supply Chain Management Diploma

| When should I take each course? | | | | | | | Term Program Started | | |
|---------------------------------|-----|-----------------------------------|---|--|------------|---------------|----------------------|-----------|-----------|
| Max credits | FT* | Course Code | Course Name | Prerequisite course(s) must be completed first | Credits | Min Pass | Fall 2025 | Fall 2026 | Fall 2027 |
| Year 1, Term 1 | | | | | | | | | |
| 15 | 9 | BUS 103 | Intro to Computer Applications | | 3 | D | F25 | F26 | F27 |
| | | BUS 107 | Business Communications I | | 3 | D | F25 | F26 | F27 |
| | | BUS 110 | Business Mathematics | Math 30-1 or 30-2 | 3 | D | F25 | F26 | F27 |
| | | BUS 130 | Introductory Financial Accounting I | Math 30-1 or 30-2 | 3 | D | F25 | F26 | F27 |
| | | BUS 191 | Management | | 3 | D | F25 | F26 | F27 |
| Year 1, Term 2 | | | | | | | | | |
| 15 | 9 | BUS 131 | Introductory Financial Accounting II | BUS 110 | 3 | D | W26 | W27 | W28 |
| | | BUS 296 | Operations Management | BUS 110 & 191 | 3 | D | W26 | W27 | W28 |
| | | GSCM 100 | Intro to International Supply Chain | | 3 | D | W26 | W27 | W28 |
| | | GSCM 107 | GSCM Legal Frameworks | | 3 | D | W26 | W27 | W28 |
| | | GSCM 199 | GSCM Trade & Transportation | | 3 | D | W26 | W27 | W28 |
| Year 2, Term 1 | | | | | | | | | |
| 15 | 10 | BUS 111 | Statistics I | BUS 130 | 3 | D | F26 | F27 | F28 |
| | | GSCM 200 | Customs, Brokerage & Freight | | 3 | D | F26 | F27 | F28 |
| | | GSCM 201 | GSCM Global Customs | | 3 | D | F26 | F27 | F28 |
| | | GSCM 202 | Inventory Management | | 3 | D | F26 | F27 | F28 |
| | | GCMS 203 | Warehouse Management | | 3 | D | F26 | F27 | F28 |
| Year 2, Term 2 | | | | | | | | | |
| 15 | 10 | BUS 210 | Business Analytics & Data Visualization | BUS 111 | 3 | D | W27 | W28 | W29 |
| | | BUS 239 | Marketing | | 3 | D | W27 | W28 | W29 |
| | | GSCM 204 | International Purchasing | | 3 | D | W27 | W28 | W29 |
| | | GSCM 207 | Logistics Cost Analysis | | 3 | D | W27 | W28 | W29 |
| | | GSCM 208 | GSCM Forecasting | | 3 | D | W27 | W28 | W29 |
| Year 2, Term 3 | | | | | | | | | |
| 4 | n/a | GSCM 210 OR GSCM 211 | Work-Integrated Learning OR Professional Integration Project | Prereqs for GSCM 210 and 211 are all previous GSCM courses | 4 4 | PASS D | SPR27 | SPR28 | SPR29 |

* FT is abbreviated for Full Time