



**ASSOCIATION OF ADMINISTRATIVE ASSISTANTS  
ASSOCIATION DES ADJOINTS ADMINISTRATIFS**

**Q.A.A. CONTACTS AND COURSE TITLES**

**UNIVERSITY OF WESTERN ONTARIO (LECTURE)**

Continuing Studies at the Western Galleria London  
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<b>Association Courses</b>	<b>U of Western Ontario Courses</b>	
	<b>UWO Continuing Education Equivalent</b>	<b>UWO Degree Credit Equivalent: (NOT Offered through Continuing Education)</b>
<b>Compulsory Courses:</b>	<b>Compulsory Courses:</b>	
<ul style="list-style-type: none"> <li>• Business Administration</li> <li>• Business English</li> <li>• Organizational Behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Business Administration</li> <li>• Managerial Communications</li> <li>• Organizational Behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Business 20</li> <li>• Writing 101</li> <li>• Admin Studies 180</li> </ul>
<b>Elective Courses:</b>	<b>Elective Courses:</b>	
<ul style="list-style-type: none"> <li>• Financial Accounting</li> </ul>	<ul style="list-style-type: none"> <li>• Fundamentals of Accounting</li> </ul>	<ul style="list-style-type: none"> <li>• Business 257</li> </ul>
<ul style="list-style-type: none"> <li>• Business or Commercial Law</li> </ul>	<ul style="list-style-type: none"> <li>• Business Law</li> </ul>	<ul style="list-style-type: none"> <li>• Admin Studies 275 a/b</li> </ul>
<ul style="list-style-type: none"> <li>• Computer Technology</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• Interpersonal Communications</li> </ul>	<ul style="list-style-type: none"> <li>• Interpersonal Communications</li> </ul>	<ul style="list-style-type: none"> <li>• Admin Studies 151E</li> </ul>
<ul style="list-style-type: none"> <li>• Economics</li> </ul>	<ul style="list-style-type: none"> <li>• Economics</li> </ul>	<ul style="list-style-type: none"> <li>• Eco 20</li> </ul>
<ul style="list-style-type: none"> <li>• Human Resources Management</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>
<ul style="list-style-type: none"> <li>• Marketing</li> </ul>	<ul style="list-style-type: none"> <li>• Marketing</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>
<ul style="list-style-type: none"> <li>• Principles &amp; Practice of Supervision</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>
<ul style="list-style-type: none"> <li>• Psychology</li> </ul>	<ul style="list-style-type: none"> <li>• No Equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Psych 20</li> </ul>