

Hospitality

416-289-5000, ext. 4609 • centennialcollege.ca/ce

We offer the following certificate or certificate of achievement programs:

CERTIFICATE

- Food Service Worker

CERTIFICATES OF ACHIEVEMENT

- Hospitality & Tourism Operations
- Special Events & Conventions Management
- Bartending
- Retirement Communities Management

CERTIFICATE (POST-GRADUATE)

- Long Term Care Management

GENERAL INTEREST COURSES

- Cuisine Workshops
- Smart Serve Certification (see Distance Learning section)

CERTIFICATIONS THROUGH PARTNERSHIPS AND AFFILIATIONS

- TrainCan

CERTIFICATE OF ACHIEVEMENT

HOSPITALITY & TOURISM OPERATIONS – PROGRAM CODE 7121

This program will provide you with the broad-based knowledge and skills required to move into a management position in the hospitality industry.

COMPLETION REQUIREMENTS

Financial Accounting I ACCT-112
Dimensions of Tourism HTAP-103
Beverage Knowledge and Service HTAP-151
Human Resources Management HRMT-301
Principles of Marketing MKTG-116
Principles of Hospitality Management HTAP-201
Advertising & Sales Promotion for Hospitality
and Tourism Administrators HTAP-220
Meeting & Convention Management HTAP-221
Rooms Division Management I HTAP-260
Restaurant Management HTAP-380
Purchasing for the Service Industry HTAP-223
Lodging & Facilities Management HTAP-261
Hotel, Resort and Club Management HTAP 262

CERTIFICATE OF ACHIEVEMENT

SPECIAL EVENTS & CONVENTIONS MANAGEMENT – PROGRAM CODE 7153

This program is designed for hotel and resorts employees and those who aspire to pursue a career in the special events and conventions management industry. The courses will provide the necessary skills to work in supervisory and junior management positions in special events and conventions management companies. This is ideal for those who want to start a career in a rapidly growing industry, and to the employees from a variety of industries who wish to make a career change.

COMPLETION REQUIREMENTS

Dimensions of Tourism HTAP-103
Principles of Hospitality Management HTAP-201
Meeting & Convention Management HTAP-221
Festival Management HTAP-322
Special Events Practicum HTAP-323

CERTIFICATE OF ACHIEVEMENT

BARTENDING – PROGRAM CODE 7117

This program offers you the skills and knowledge needed to staff and run a modern bar. You will receive an introduction to the hospitality industry, learn the necessary bartending skills, obtain the costing skills needed to run a bar as a business, and acquire an introductory knowledge of wines.

COMPLETION REQUIREMENTS

Dimensions of Tourism HTAP-103
Beverage Knowledge and Service HTAP-151
Sanitation and Safety FW-103
Purchasing for the Service Industry HTAP-223
Bar & Cellar Management HTAP-281

CERTIFICATE IN

FOOD SERVICE WORKER – PROGRAM CODE 7128

Offered part-time to employees in the food service industry, this certificate program will enhance your job skills and help you adapt to changes in the industry. Courses focus on health care food service and have been developed in conjunction with the Ministry of Health and Long-term Care, professional organizations and employers. For online courses, call 416-289-5000 ext. 2555 or e-mail distancelearning@centennialcollege.ca

Off-site and Corporate Training is also available upon request. For more information, please call 416-289-5000, ext. 4729 or refer to our website at centennialcollege.ca/ce

COMPLETION REQUIREMENTS

Role of the Food Service Worker FW-101 (Recommended order)
Communications and Human Relations FW-102
Sanitation and Safety FW-103
Nutrition and Health FW-104
Kitchen Equipment and Food Preparation FW-105*

*Proper uniform needed (uniform/lab coat, non-slip sole shoes, hair net).

POST-GRADUATE CERTIFICATE IN

LONG TERM CARE MANAGEMENT – PROGRAM CODE 7154

Due to the aging population and the commitment from the Ministry of Health and Long-Term Care to provide long term care beds in Ontario, there is an increasing demand for qualified Administrators and General Managers. This demanding career is accountable for the administration and management of the facility operations. This 10 course certificate program will allow students to have an understanding of the Long-term Care Industry.

ADMISSION REQUIREMENTS AND PROCEDURES

1. Successful completion of a recognized post-secondary institution degree or diploma (college or university) in one of the preferred subject areas:
 - Health Science/Community Services
 - Food and Nutrition Management
 - Recreation and Leisure
 - Business Administration
 - Hospitality and Tourism, focus in Accommodation or Food and Beverage
2. All applicants must have successfully completed Centennial College English assessment test at ENGL-160 or ENGL-161 (please see 97)
3. Applicants must complete Centennial College supplemental application form (check website for form)
4. Transfer credits will not be granted for this program
For further details or application form, please see our website at centennialcollege.ca/ce call 416-289-5000, ext. 8046.

COMPLETION REQUIREMENTS

Operational Overview LTRM-700
Financial Management LTRM 701
Sales & Marketing LTRM-702
Environmental Services LTRM-703
HRM & Labour Relations LTRM-704
Healthy Adult Aging LTRM-705
Resident Centred Care LTRM-706
Food Nutrition & Hospitality Management LTRM-707
Case Study Portfolio LTRM-708
Advanced Management Practices LTCM 701

CERTIFICATE OF ACHIEVEMENT IN

RETIREMENT COMMUNITIES MANAGEMENT PROGRAM CODE 7155



Due to the increase demand for administrators in retirement communities, Centennial College is excited to offer the Retirement Communities Management program in partnership with Ontario Retirement Communities Association (ORCA). ORCA is a voluntary, non-profit association that sets professional operating standards, inspect and accredits retirement residences in Ontario. This program is offered ideally to those candidates with an academic background/or managerial experience in a related health or business discipline. The competency-based curriculum will prepare students for a challenging, dynamic management career in a recognized sector that predicts a labour shortage over the next ten years.

ADMISSION REQUIREMENTS AND PROCEDURES

Applicants must:

- Successful completion of a recognized post-secondary institution degree or diploma (college or university) in one of the preferred subject areas and or relevant management/work experience:
 - Health Science/Community Services
 - Recreation and Leisure
 - Hospitality and Tourism, focus in Accommodation or Food and Beverage
 - Food and Nutrition Management
 - Business Administration
- All applicants must have successfully completed Centennial College English assessment at ENGL-160 or ENGL-161. (please see p. 97)
- Please complete Centennial College supplemental application form
- Transfer credits will not be granted for this program
For further details or application form, please see our website at centennialcollege.ca/ce, call 416-289-5000, ext. 8046

COMPLETION REQUIREMENTS

Part 1

Operational Overview LTRM-700*
Environmental Services LTRM-703*
Healthy Adult Aging LTRM-705*
Resident Centred Care LTRM-706*
Food Nutrition & Hospitality Management LTRM-707
Field Placement 1 RCMO-802

Part 2

Financial Management LTRM-701
Sales & Marketing LTRM-702
HRM & Labour Relations LTRM-704
Senior Management RCMO-801
Placement 2 RCMO-803

**Blended learning is a combination of virtual and in class learning. A blended learner begins a course with an intensive traditional weekend, in-class gathering. Students will then spend the majority of time at home and will be connected through a virtual classroom (Blackboard) to complete the rest of the course.*

Hospitality

DIMENSIONS OF TOURISM HTAP-103		
801	Tues., Sept. 4-Dec. 11, 6:30-10:30 pm	PRO
821	Thurs., Jan. 10-April 17, 6:30-10:30 pm	
841	Thurs., May 8-Aug. 14, 6:30-10:30 pm	
\$334.95 (includes materials fee – text extra)		
BEVERAGE KNOWLEDGE AND SERVICE HTAP-151		
801	Sat., Sept. 8-Dec. 15, 1-4 pm	CR
821	Sat., Jan. 12-April. 19, 1-4 pm	
841	Sat., May 3-Aug. 9, 1-4 pm	
\$281.40 (includes materials fee – text extra)		
PRINCIPLES OF HOSPITALITY MANAGEMENT HTAP-201		
801	Tues., Sept. 11-Dec. 18, 7-10 pm	PRO
821	Wed., Jan. 9-April 16, 7-10 pm	
841	Tues., May 6-Aug. 12, 7-10 pm	
\$257.40 (includes materials fee – text extra)		

ADVERTISING & SALES PROMOTION FOR HOSPITALITY & TOURISM ADMINISTRATORS HTAP-220		
821	Wed., Jan. 9-April 16, 7-10 pm	PRO
\$257.40 (includes materials fee – text extra)		
MEETING & CONVENTION MANAGEMENT HTAP-221		
821	Mon., Jan. 7-April 14, 7-10 pm	
841	Mon., May 5-Aug. 11, 7-10 pm	
\$257.40 (includes materials fee – text extra)		
PURCHASING FOR THE SERVICE INDUSTRY HTAP-223		
801	Mon., Sept. 10-Nov. 19, 7-10 pm	PRO
841	Thurs., May 8-July 10, 7-10 pm	
\$179.85 (includes materials fee – text extra)		
ROOMS DIVISION MANAGEMENT 1 HTAP-260		
801	Tues., Sept. 11-Dec. 18, 7-10 pm	PRO
841	Mon., Jan. 7-April 14, 7-10 pm	
\$257.40 (includes materials fee – text extra)		
LODGING AND FACILITIES MANAGEMENT HTAP-261		
Prerequisite: Rooms Division Management 1 HTAP-260.		
801	Mon., Sept. 10-Dec. 17, 7-10 pm	PRO
821	Thurs., Jan. 10-April 17, 7-10 pm	
841	Thurs., May 8-Aug. 14, 7-10 pm	
\$257.40 (includes materials fee – text extra)		
HOTEL, RESORT AND CLUB MANAGEMENT HTAP-262		
801	Wed., Sept. 5-Dec. 12, 7-10 pm	PRO
\$257.40 (includes materials fee – text extra)		
BAR AND CELLAR MANAGEMENT HTAP-281		
801	Sat., Sept. 8-Dec. 15, 9 am-noon	CR
821	Sat., Jan. 12-April 19, 9 am-noon	
841	Sat., May 3-Aug. 9, 9 am-noon	
\$281.40 (includes materials fee – text extra)		
FESTIVAL MANAGEMENT HTAP-322		
801	Wed., Sept. 5-Dec. 12, 7-10 pm	PRO
821	Tues., Jan. 8-April 15, 7-10 pm	
\$261.40 (includes materials fee – text extra)		
SPECIAL EVENTS PRACTICUM HTAP-323		
801	Thurs., Sept. 6-Dec. 13, 7-10 pm	PRO
841	Wed., May 7-Aug. 13, 7-10 pm	
\$261.40 (includes materials fee – text extra)		
RESTAURANT MANAGEMENT HTAP-380		
841	Wed., May 7-Aug. 13, 7-10 pm	PRO
\$257.40 (includes materials fee – text extra)		

Food Service Worker

ROLE OF FOOD SERVICE WORKER FW-101		
801	Mon., Sept. 10-Nov. 19, 7-10 pm	ASH
802	Mon., Sept. 10-Nov. 19, 7-10 pm*	
415	Sept. 7-Dec. 14	OL
821	Mon., Jan. 7-March 10, 7-10 pm	ASH
822	Mon. Jan. 7-March 10, 7-10 pm*	
425	Jan. 11-April 18	OL
841	Tues., May 6-July 15, 7-10 pm	ASH
842	Tues., May 6-July 15, 7-10 pm*	
435	May 9-Aug. 15	OL
*These sections taught in Cantonese.		
\$183.85 (includes materials fee) \$235.85 online (includes OL admin. fee – text extra)		

COMMUNICATIONS AND HUMAN RELATIONS FW-102		
801	Wed., Sept. 12-Nov. 14, 7-10 pm	ASH
802	Wed., Sept. 12-Nov. 14, 7-10 pm*	
415	Sept. 7-Dec. 14	OL
821	Tues., Jan. 8-March 11, 7-10 pm	ASH
822	Tues., Jan. 8-March 11, 7-10 pm*	
425	Jan. 11-April 18	OL
841	Thurs., May 8-Jan. 10, 7-10 pm	ASH
842	Thurs., May 8-Jan. 10, 7-10 pm*	
435	May 9-Aug. 15	OL
*This section taught in Cantonese.		
\$183.85 (includes materials fee) \$235.85 online (includes OL admin. fee – text extra)		

SANITATION AND SAFETY FW-103		
801	Thurs., Sept. 13-Nov. 15, 7-10 pm	ASH
802	Thurs., Sept. 13-Nov. 15, 7-10 pm*	
415	Sept. 7-Dec. 14	OL
821	Thurs., Jan. 10-March 13, 7-10 pm	ASH
822	Thurs., Jan. 10-March 13, 7-10 pm*	
425	Jan. 11-April 18	OL
841	Wed., May 7-July 9, 7-10 pm	ASH
842	Wed., May 7-July 9, 7-10 pm*	
435	May 9-Aug. 15	OL
*This section taught in Cantonese.		
\$183.85 (includes materials fee) \$235.85 online (includes OL admin. fee – text extra)		

NUTRITION AND HEALTH FW-104		
801	Wed., Sept. 5-Dec. 12, 7-10 pm	ASH
802	Wed., Sept. 5-Dec. 12, 7-10 pm*	
415	Sept. 7-Dec. 14	OL
821	Wed., Jan. 9-April 16, 7-10 pm	ASH
822	Wed., Jan. 9-April 16, 7-10 pm*	
425	Jan. 11-April 18	OL
841	Wed., May 7-Aug. 13, 7-10 pm	ASH
842	Wed., May 7-Aug. 13, 7-10 pm	
435	May 9-Aug. 15	OL
*This section taught in Cantonese.		
\$261.40 (includes materials fee) \$235.85 online (includes OL admin. fee – text extra)		

KITCHEN EQUIPMENT AND FOOD PREPARATION FW-105		
801	Sat., Sept. 8-Oct. 27, 9 am-4 pm (Oct. 27, 9 am-noon)	CR
802	Tues., Sept. 11-Dec. 18, 6:30-9:30 pm*	
415	Sept. 7-Dec. 14	OL
821	Sat., Jan. 12-April 12, 9 am-4 pm (every other week) & April 19, 9 am-noon	CR
822	Tues., Jan. 8-April 15, 6:30-9:30 pm*	
425	Jan. 11-April 18	OL
841	Sat., May 3-June 14, 9 am-4 pm (June 14, 9 am-noon)	CR
842	Tues., May 6-Aug. 12, 6:30-9:30 pm*	
435	May 9-Aug. 15	OL
*These sections taught in Cantonese.		
\$277.40 (includes materials fee) \$313.40 online (includes OL admin. fee – text extra)		

Workshop

NATIONAL FOOD SAFETY WORKSHOPS FW-115		
801	Sat. & Sun., Sept. 22 & 23, 9 am-1 pm	PRO
802	Sat. & Sun., Oct. 20 & 21, 9 am-1 pm	
841	Sat. & Sun., Nov. 17 & 18, 9 am-1 pm	
\$70 (includes materials fee – text extra)		

Register online!

No lineups, no busy signals. Visit centennialcollege.ca/webreg to register online, anytime! (See inside front cover for other ways to register.)

Long Term Care Management and Retirement Communities Management

OPERATIONAL OVERVIEW LTRM-700

Prerequisite: English assessment test at ENGL-160 or 161

801	Tues., Sept. 11-Dec. 18, 7-10 pm	PRO
802	Sat., Sept. 8-Dec. 15 (Blended)*	
415	Sept. 7-Dec. 14	OL
821	Sat., Jan. 12-April 19 (Blended)*	PRO
425	Jan. 11-April 18	OL
841	Sat., May 10-Aug. 16 (Blended)*	PRO
435	May 9-Aug. 15	OL

\$374.45 (includes materials fee – text extra)
\$438.45 online (includes OL admin. fee – text extra)

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ENVIRONMENTAL SERVICES LTRM-703

Prerequisite: Operational Overview LTRM-700 or permission of the dept.

801	Wed., Sept. 12-Dec. 19, 7-10	PRO
821	Sat., Jan. 12-April 19 (Blended)*	
425	Jan. 11-April 18	OL
435	May 9-Aug. 15	

\$374.45 (includes materials fee – text extra)
\$438.45 online (includes OL admin. fee – text extra)

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RESIDENT CENTRED CARE LTRM-706

Prerequisite: Operational Overview LTRM-700 or permission of the dept

821	Thurs., Jan. 10-April 17, 7-10 pm	PRO
841	Sat., May 10-Aug. 16 (Blended)*	
435	May 11-Aug. 15	OL

\$374.45 (includes materials fee – text extra)
\$438.45 online (includes OL admin. fee – text extra)

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FOOD NUTRITION & HOSPITALITY MANAGEMENT LTRM-707

Prerequisite: Operational Overview LTRM-700

841	Wed., May 7-Aug. 13, 7-10 pm	PRO
\$374.45 (includes materials fee – text extra)		

FIELD PLACEMENT 1 RCMO-802

Prerequisite: Operational Overview LTRM-700

841	Tues., May 6-Aug. 12, 7-10 pm	PRO
\$374.45 (includes materials fee – text extra)		

HEALTHY ADULT AGING LTRM-705

Prerequisite: Operational Overview LTRM-700

821	Wed., Jan. 9-April 16, 7-10 pm	PRO
841	Sat., May 10-Aug. 16 (Blended)*	
435	May 11-Aug. 15	OL

\$374.45 (includes materials fee – text extra)
\$438.45 online (includes OL admin. fee – text extra)

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CASE STUDY PORTFOLIO LTRM-708

Prerequisite: Completion of all required courses

841	Tues., May 6-Aug. 12, 7-10 pm	PRO
\$374.45 (includes materials fee – text extra)		