

# Occupational Therapist Assistant/ Physiotherapist Assistant (OTA/PTA)

**CENT Code: 9151**

**2 year/4 semester**

**Credential: Ontario College Diploma**

**Start: Fall**

**Campus: Centennial HP Science  
and Technology Centre**

**healthstudies@centennialcollege.ca**

Occupational Therapists (OT) and Physiotherapists (PT) work collaboratively to maintain, restore and improve movement and daily functioning in clients across the lifespan. Under the guidance of an OT and/or PT, Occupational Therapist Assistants and Physiotherapist Assistants (OTA/PTA) are expected to deliver safe and competent care to clients experiencing limitations resulting from a range of conditions. The OTA/PTA enables clients to meet their expected outcomes by effectively utilizing a variety of therapeutic techniques and tools. This program ensures students develop the knowledge, skills and practical experiences necessary to work with a variety of client groups. Using a hands-on learning approach, students will demonstrate competencies in effective communication, critical thinking, and active problem-solving skills, making them a valuable member of the rehabilitation team.

## BENEFITS

- Faculty include certified Occupational Therapists and Physiotherapists
- Strong clinical component provides opportunity for supervised practice
- Interaction with students in other disciplines and members of broad-based health care teams
- Diploma earned reflects high standard of learning in a dual role of Occupation Therapist Assistant and Physiotherapist Assistant

## CAREERS

OTA's and PTA's work in a wide range of settings, such as hospitals, nursing homes, seniors' residents, extended care facilities, schools, clinics, rehabilitation centres and private industry. They work with a broad client population consisting of infants/children, adults and the aged. Please note that due to the nature of this profession, OTA/PTA's are required to tolerate regular physical activity during the course of their work day. It is recommended that applicants have a high level of fitness when entering the program.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- Compulsory English 12C, M or U or skills assessment, or equivalent
- Biology 11C or U or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM/PLACEMENT REQUIREMENTS

- CPR (Level C) and First Aid certification prior to start of classes
- Clear Police Check for the vulnerable sector prior to Semester 2
- Proof of immunization, including hepatitis and influenza, completion of a health review by a physician or nurse practitioner and submission of medical forms, as required by the Ontario Public Hospitals Act, Ministry guidelines and placement agency policies.

## PROGRAM OUTLINE

### Semester 1

OTPT-100	Introduction to Occupational and Physical Therapy
OTPT-102	Anatomy and Physiology
OTPR-103	The Health Care System
OTPT-104	Normal Function and Movement
OTPT-105	Issues in Health Aging
COMM-170/171	College Communications 2/(ESL)*
GNED-129	Principles of Human Behavior

### Semester 2

OTPT-201	Orientation to Rehabilitation (Practical Experience)
OTPT-202	Disabling Conditions 1
OTPT-204	Physiotherapy Techniques Therapeutic Exercise
OTPT-205	Human Lifespan Development
OTPT-206	OT Therapeutic Skills – Part 1
OTPT-207	Establishing Therapeutic Communication
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 3

OTPT-301	Rehabilitation Practice 1 (Practical Experience)
OTPT-302	Disabling Conditions 2
OTPT-303	Physiotherapy Techniques – Therapeutic Modalities
OTPT-304	OT Therapeutic Skills – Part 2
OTPT-307	Enhanced Communication Strategies
OTPT-308	Mental Health Concepts and Techniques

### Semester 4

OTPT-401	Rehabilitation Practice 2 (Practical experience)
COMM-180	College Communications 3*
ELECT	General Education

*\*Students will be placed in the appropriate English level based on skills assessment results.*

*Note: Minimum C grade required in all courses to graduate.*

# Office Administration – Executive

**CENT Code: 2606**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Progress**

**business@centennialcollege.ca**

Office Administration – Executive teaches you to handle the multiple functions performed by administrative assistants working with upper-level management. Topics cover the full-range of office and business skills, including extensive software skills and Internet research abilities, presentation preparation, taking minutes of meetings, composing business correspondence, and arranging national and international conferences.

Emphasis is placed on developing document production, note-taking and related computer skills. You will also concentrate on client service, communication, time management and supervisory skills.

**“From the students who participate in the executive work placement program, to the employees we have hired through the school, we are proud to be associated with Centennial College’s Office Administration Program.”**

**David Lipton**

President  
SQM

## BENEFITS

- training in automated office systems – word processing, spreadsheet, database and presentation software
- faculty with experience in the business world and up-to-date knowledge of current trends and requirements
- diploma earned reflects high standards of learning

## CAREERS

Graduates find positions as administrative assistants, administrative support officers, and senior and executive secretaries.

Organizations hiring our graduates include:

- Brookfield Properties Ltd.
- Maritime Life
- SQM
- Xerox

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

GNED-105	Canadian Studies
OAGN-113	Microcomputers 1
OAGN-115	Introduction to Word Processing
OAGN-118	Transcription Techniques
OAGN-124	Financial Procedures
COMM-160/161	College Communications 1/(ESL)

### Semester 2

OAGN-116	Word Processing Applications
OAGN-123	Microcomputers 2
OAGN-125	Office Procedures & Communications
OAGN-127	Machine Transcription
OR	
ACCT-112	Financial Accounting 1
COMM-170/171	College Communications 2/(ESL)

### Semester 3

JOBS-221	Job Search Skills
OAEX-243	Executive Transcription 1
OAEX-253	Executive Office Procedures
OAEX-254	Project Management & Presentations
OAGN-261	Integrated Software Applications
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 4

OAGN-262	Field Placement
OAEX-244	Executive Transcription 2
OAEX-255	Financial & Conference Procedures
OAEX-256	HR Office Procedures
GNED	General Education

Notes:

1. OA Executive students may choose to complete OAGN-127 Machine Transcription or ACCT-112 Financial Accounting 1
2. The prerequisites for entrance to the fourth semester work placement course (OAGN-262) are:
  - Student must have passed 14 of 16 courses in the first three semesters
  - Student must have a minimum C grade in each of the following: COMM-170/171, OAEX-243, OAEX-253 and OAEX-254.
3. Students require an overall minimum GPA of 2.0 and a minimum keyboarding speed of 40 wpm to graduate from the program.

**Model routes are subject to change due to program review and updates.**

# Office Administration – General

**CENT Code: 2701**

**1 year/2 semesters**

**Credential: Ontario College Certificate**

**Start: Fall, Winter**

**Campus: Progress**

**business@centennialcollege.ca**

Office Administration – General focuses on the complete range of administrative support skills needed to succeed in today's office environment. You will not only sharpen your hands-on skills in areas such as word processing, microcomputers and transcription, but you will also develop polished communication and human relations expertise.

This foundation program provides training for entry into a variety of administrative assistant positions. You will acquire basic skills in document production, office procedures, microcomputer applications and word processing.

## BENEFITS

- training in automated office systems – word processing, spreadsheet, database and presentation software
- faculty with experience in the business world and up-to-date knowledge of current trends and requirements
- certificate reflects high standards of learning
- graduates may go on to a second year of specialized study in the executive, legal or medical secretarial areas

## CAREERS

Office Administration – General graduates find positions as receptionists and entry-level administrative assistants.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

GNED-105	Canadian Studies
OAGN-113	Microcomputers 1
OAGN-115	Introduction to Word Processing
OAGN-118	Transcription Techniques
OAGN-124	Financial Procedures
COMM-160/161	College Communications 1/(ESL)

### Semester 2

OAGN-116	Word Processing Applications
OAGN-123	Microcomputers 2
OAGN-125	Office Procedures & Communications
OAGN-127	Machine Transcription
	OR
ACCT112	Financial Accounting 1
COMM-170/171	College Communications 2/(ESL)

Notes:

1. To be considered for transfer to the Office Administration Medical (2603) or Legal (2602) diploma program, the student must successfully complete OAGN-127 Machine Transcription.
2. Students require an overall minimum GPA of 2.0 and a minimum keyboarding speed of 30 wpm to graduate from the program.

**Model routes are subject to change due to program review and updates.**

# Office Administration – Legal

**CENT Code: 2602**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Progress**

**business@centennialcollege.ca**

This program provides the skills and advanced training necessary to qualify for an administrative support position in the legal field.

It prepares you to work in a law firm or corporate legal department. Among the specialized areas covered are preparation of legal documents, legal terminology and procedures in legal offices.

Emphasis is on computer-generated document production and word processing.

You will concentrate on advanced legal office procedures and the preparation of legal documents using word processing and specialized legal office software.

## BENEFITS

- training in automated office systems – word processing, spreadsheet, database and presentation software
- faculty with experience in the business world and up-to-date knowledge of current trends and related technology requirements
- diploma reflects high standards of learning
- qualified graduates may apply to enter the second year of the Law Clerk diploma program

## CAREERS

Graduates find positions in a variety of legal offices including those specializing in real estate, family law, civil litigation or corporate practices. Positions also exist in the legal departments of business, industry and government.

Organizations hiring Office Administration

– Legal graduates include:

- Ministry of the Attorney General
- McCarthy Tétrault
- Osler, Hoskin & Harcourt

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

OAGN-113	Microcomputers 1
OAGN-115	Introduction to Word Processing
OAGN-118	Transcription Techniques
OAGN-124	Financial Procedures
COMM-160/161	College Communications 1/(ESL)*
GNED-107	Current Issues in Canadian Law

### Semester 2

OAGN-116	Word Processing Applications
OAGN-123	Microcomputers 2
OAGN-125	Office Procedures & Communications
OAGN-127	Dicta Transcription
COMM-170/171	College Communications 2/(ESL)*

### Semester 3

JOBS-221	Job Search Skills
OAGN-261	Integrated Software Applications
OALE-219	Legal Machine Transcription
OALE-249	Legal Office Procedures
OALE-250	Civil Litigation Procedures
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 4

OAGN-262	Field Placement
OALE-246	Family Law & Legal Software
OALE-251	Corporate, Wills & Estates
OALE-252	Real Estate Procedures
ELECT	General Education

*\*Students will be placed in the appropriate English level based on skills assessment results.*

Notes:

1. The prerequisites for entrance to the fourth semester work placement course (OAGN-262) are:
  - students must have passed 14 of 16 courses in the first three semesters
  - students must have a minimum C grade in each of the following: COMM-170/171, OALE-219, OALE-249 and OALE-250.
2. Minimum keyboarding speed of 40 wpm required to graduate.

**Model routes are subject to change due to program review and updates.**

# Office Administration – Medical

**CENT Code: 2603**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Progress**

**business@centennialcollege.ca**

Office Administration – Medical trains you to become part of the team in a doctor's office, hospital, clinic, health agency, veterinary or animal hospital setting. Special emphasis is placed on learning medical terminology, transcription of recorded dictation, handling medical records, bookkeeping, OHIP processing and human relations skills in dealing with patients.

## BENEFITS

- training in automated office systems – word processing, spreadsheet, database and medical billing software
- faculty with experience in the business world and up-to-date knowledge of current trends and requirements
- diploma earned reflects high standards of learning

## CAREERS

Organizations and professionals hiring Office Administration – Medical graduates include:

- Hospital for Sick Children
- Mount Sinai Hospital
- Princess Margaret Hospital
- Scarborough Centenary Hospital

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

OAGN-113	Microcomputers 1
OAGN-115	Introduction to Word Processing
OAGN-118	Transcription Techniques
OAGN-124	Financial Procedures
COMM-160/161	College Communications 1/(ESL)*
GNED-105	Canadian Studies

### Semester 2

OAGN-116	Word Processing Applications
OAGN-123	Microcomputers 2
OAGN-125	Office Procedures & Communications
OAGN-127	Machine Transcription
COMM-170/171	College Communications 2/(ESL)*

### Semester 3

JOBS-221	Job Search Skills
OAGN-261	Integrated Software Applications
OAME-236	Health Care Terminology 1
OAME-257	Medical Office Procedures
OAME-258	Medical Machine Transcription 1
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 4

OAGN-262	Field Placement
OAME-237	Health Care Terminology 2
OAME-259	Medical Office Assisting/Billing
OAME-260	Medical Machine Transcription 2
ELECT	General Education Elective

*\*Students will be placed in the appropriate English level based on skills assessment results.*

*Notes:*

*1. The prerequisites for entrance to the fourth semester work placement course (OAGN-262) are:*

- *student must have passed 14 of 16 courses in the first three semesters*
- *student must acquire an overall minimum GPA of 2.0*
- *student must have a minimum C grade in each of the following: COMM-170/171, OAME-236, OAME-257 and OAME-258*

*2. Students require an overall minimum GPA of 2.0 and a minimum keyboarding speed of 40 wpm to graduate from the program.*

**Model routes are subject to change due to program review and updates.**

**CENT Code: 9101****2 years/4 semesters****Credential: Ontario College Diploma****Start: Fall****Campus: Centennial HP Science  
and Technology Centre****healthstudies@centennialcollege.ca**

The Paramedic profession offers excitement, physical and mental challenges, rewards, and the opportunity to provide emergency care to people in a variety of circumstances to people in need. Paramedics provide treatment to injured or ill people in emergency situations – on the street, in their homes or at work. Besides physical care, paramedics also provide support to people in crisis, drawing on a unique combination of analytical and caring communication skills.

In addition to state-of-the-art simulation facilities, practical experience is an outstanding feature of this program. You will progress from participating in advanced simulation setting to gaining valuable learning opportunities in a variety of clinical settings, in addition to learning along side Paramedics in local Emergency Medical Services. Centennial College enjoys affiliations with some of the busiest EMS agencies in the province.

Graduates of this program are eligible to write the Ministry of Health Certification exams to qualify as Primary Care Paramedics. In addition, graduates have the option of progressing toward a Paramedicine Bachelor of Science degree offered jointly through Centennial College and the University of Toronto; the first and only Paramedicine BSc. degree in Canada.

**JOINT PROGRAM (UTSC)**

Students can now earn a Paramedic diploma from Centennial while working on a four-year Bachelor of Science in Paramedicine from the University of Toronto at Scarborough (UTSC). After applying through U of T, successful candidates will spend year one at UTSC, years two and three at both institutions, and year four at UTSC. You can graduate with a diploma and degree. (See page 133.) Graduates of the diploma program can elect to apply to the U of T Paramedicine program. Successful applicants will only require two additional years of study for an Honours Bachelor of Science degree.



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AT SCARBOROUGH

**BENEFITS**

- instructors are leaders in the EMS Industry with extensive expertise
- state-of-the-art lab and simulation facilities
- extensive on-the-job learning with working professionals in emergency, medical, trauma and psychological situations
- equal balance of classroom and practical learning
- variety of experiences to develop expertise and enhance confidence, skills and abilities.
- joint program with the University of Toronto
- over 30 years teaching experience
- extremely high certification and employment rate
- recognized leaders in EMS education.
- diploma earned reflects high standards of learning
- graduates are employed throughout Ontario, Canada and the United States

**CAREERS**

Most graduates work for a licensed Ontario Ambulance Service as a Primary Care Paramedic. With experience and further study, graduates can qualify as Advanced Care Paramedics, providing specialized care in land or air ambulances.

**ADMISSION REQUIREMENTS**

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

**Academic Requirements**

- compulsory English 12C or U or equivalent
- math 11U or M, or 12C or U or equivalent
- biology 11C, M or U, or 12C, M or U or equivalent; and one of the following sciences: 11C, M or U, or 12C, M or U chemistry or physics or equivalent

**For information on the admission process, please see p.14.**

**PROGRAM/PLACEMENT REQUIREMENTS**

1. Medical doctor's statement certifying a standard of health acceptable to Centennial College, clinical and affiliated EMS agencies, and as outlined in the Ambulance Act, used in practical experience, and as required for a Class "F" driver's licence.
2. Class "F" license is required for employment in the province of Ontario (but not for program admission).
3. Completion of CPR course (Health Care Provider Level) and Standard First Aid certification. (Courses are available at the college at an additional cost, see page 31).

4. Before taking this program, you should be aware that under the provisions of the Ambulance Act, employment as a paramedic a) is prohibited to any individual who:
  - i. in the past year has received six or more demerit points on his/her driving record
  - ii. has had a driving licence suspended in the previous two years
  - iii. has been prohibited from driving under the Criminal Code of Canada within the past three years, or
  - iv. has been convicted of any crime involving moral turpitude for which she/he has not been pardoned
 b) requires an Ontario Secondary School Diploma or equivalent.

*Note: These regulations can be found under the Ambulance Act of Ontario*

5. It is strongly recommended that applicants have a high level of fitness when entering the program. There is a lifting evaluation process which students must pass in each semester in order to move on.
6. As part of Clinical and/or Field Placements, students are required to complete Mask Fit Testing, which may require students to be clean shaven at time of testing, and during all clinical and field placements.

**PROGRAM OUTLINE****Semester 1**

PARA-122	Prehospital Care 1: Theory and Lab
PARA-126	Professional and Legal Issues, Research, Responsibilities and Leadership
PARA-127	Therapeutic Communication and Crisis Intervention
PARA-128	Anatomy
COMM-170/171	College Communications 2/(ESL)*
GNED-129	Principles of Human Behaviour

**Semester 2**

PARA-130	Alterations of Human Body Function 1
PARA-132	Prehospital Care 2: Theory, Lab and Clinical
PARA-136	Pharmacology for Allied Health
GNED-500	Global Citizenship: From Social Analysis to Social Action

**Semester 3**

PARA-240	Alterations of Human Body Functions 2
PARA-242	Prehospital Care 3: Theory, Lab and Field
PARA-243	Medical Directed Therapeutics and Paramedic Responsibilities
COMM-180	College Communications 3*
ELECT	General Education

**Semester 4**

PARA-255	Prehospital Care 4: Theory and Field
PARA-256	PCP Integration and Decision Making

*Notes:*

1. Minimum C grade required in all courses to graduate.
2. Because admission numbers are limited, possessing the minimum requirements does not ensure admission to the program.

*\*Students will be placed in the appropriate English level based on skills assessment results. Students in two- or three-year programs must complete GNED-500 as part of their general education requirements.*

# Personal Support Worker

**CENT Code: 9111**

**1 year/2 semesters (702 hours)**

**Credential: Ontario College Certificate**

**Start: Fall, Winter**

**Campus: Centennial HP Science  
and Technology Centre**

**healthstudies@centennialcollege.ca**

**416-289-5303**

The Personal Support Worker program will equip you with the knowledge and skills necessary to provide others with the care and assistance they need to live active, fulfilling lives in the community and Long Term Care. It focuses on the full range of home- and health-related services required by the elderly, the disabled including children and adults, those with chronic illnesses, the cognitively impaired, and those recovering from acute illnesses.

Throughout the program, your training will give you the flexibility to adapt to changing settings, whether in the home, schools, community residential facilities, long term or chronic care facilities.

## BENEFITS

- prepares you for responsibilities in a variety of settings
- certificate recognized by Ministry of Training, Colleges, and Universities, community agencies and clinical settings
- 15 weeks of extensive practical experience (more than half the total program hours) working with teams in long-term care institutions, the community and in-home settings
- training reflects the latest practices and skills in the field

## CAREERS

Home, community and institutional care is growing in importance. As a graduate of this program, you'll be equipped to meet this need. You will work with individual clients and their families in homes, residential facilities or long-term care institutions to assist with activities of daily living, under the supervision of professionals and according to a plan of care.

Whether working in an institutional setting, or in the community, the demand for trained Personal Support Workers is expected to be strong.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM/PLACEMENT REQUIREMENTS

1. A completed health form from a physician or nurse practitioner stating that you meet the health requirements of legislated acts, ministry guidelines and agency policies prior to community/clinical placement. (Faculty will provide standard form the first week of class.)
2. Successful completion of a current recognized course in CPR Health Care Provider (HPC) Level "C" (courses available at the College at an additional cost).
3. Annual clear Vulnerable Persons Police Check prior to community/clinical placement.
4. Mask-fitting (provided by the College upon admission).

## PROGRAM OUTLINE

### Semester 1

PSHS-101	Foundations of Personal Support
PSHS-102	Personal Support Communication
PSHS-103	Developmental Stages & Alterations in Health
PSHS-104	Alterations in Mental Health
PSHS-105	PSW Skills Laboratory 1
PSHS-106	PSW Community Practice*
COMM-160/161	College Communications 1/(ESL)

### Semester 2

PSHS-121	Body Structure, Function & Common Conditions
PSHS-122	Supporting Clients in Palliative Care
PSHS-123	Personal and Professional Growth
PSHS-124	PSW Skills Laboratory 2
PSHS-125	PSW Clinical Practice*
ELECT	General Education

*\*Students must be in good overall academic standing to proceed to practicum.*

*Notes:*

1. Minimum C or P grade (60 percent) required in all courses.
2. Full-time program is two semesters (702 hours).
3. You must complete CPR, standard first aid, police check, mask-fitting and medical forms 2 weeks prior to the PSW Community Practice PSHS-106.

# Pharmacy Technician

**CENT Code: 5850**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Centennial HP Science and Technology Centre**

**healthstudies@centennialcollege.ca**

**416-289-5303**

Enrol in our dynamic program and become an integral part of the Ontario health care team. Our Pharmacy Technician program offers current and innovative curriculum, instructors who are experienced in the field and computerized, state-of-the-art dispensing and compounding laboratories.

Our curriculum is current and dynamic and is continuously being revised to reflect the trends and changes in the workplace. It reflects the new national competencies and graduates are eligible to write the Pharmacy Examining Board of Canada (PEBC) registration examinations. This program offers combined classroom theory and hands-on practical labs, as well as work experience placements in community, hospital, and industry environments.

## BENEFITS

- accredited with the Canadian Council of Accreditation of Pharmacy Programs
- prepares students to write the Pharmacy Technician Registration examination through the Pharmacy Examining Board of Canada
- combines business and scientific training
- hands-on laboratory experience
- work experience in community, hospital and corporate environments
- faculty are experts with experience in all areas of the pharmaceutical industry
- eligible for licensing by the Ontario College of Pharmacists
- diploma earned reflects a high standard of learning

## CAREERS

Upon graduation, Pharmacy Technicians can be registered with the Ontario College of Pharmacists after successfully completing the required registration examinations. Successful candidates will hold the designation of RPhT (Registered Pharmacy Technician).

Graduates will launch their career working in community, hospital or industry related pharmacy environments. Historically, Centennial College graduates have been extremely successful in securing employment. The demand for Pharmacy Technician graduates has never been higher.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent
- math 11M or U or 12C or U or skills assessment, or equivalent
- one of the following sciences: 11C, M or U or 12C, M or U, chemistry, physics or biology, or skills assessment, or equivalent

### Non-academic Requirements

- science requirement must have been achieved within seven years of the program start date
- English proficiency will be considered in the admissions process.

**For information on the admission process, please see p.14.**

**The Pharmacy Technician Diploma program of Centennial College has been granted Provisional Accreditation Status by The Canadian Council for Accreditation of Pharmacy programs for the period July 2008 to June 2010.**

## PROGRAM/PLACEMENT REQUIREMENTS

1. Medical doctor's statement certifying a standard of health acceptable to both the college and the clinical agencies used in the practicum (a standard form will be issued to you after receipt of your application).
2. Before undertaking this program, you should be aware that you must not have any criminal convictions including those under the Narcotic Control or Food and Drugs Acts. A criminal background check must be submitted prior to going out on placements.

Notes:

1. *Upgrading may be recommended to applicants with science course(s) taken more than seven years prior to application to the program. Official transcripts of upgraded courses must be submitted prior to registration.*
2. *Basic CPR and Standard First Aid must be completed prior to semester 4. Courses are available at the college at an additional cost (see page 31).*
3. *Health forms, criminal background checks, General Education and English courses must be completed prior to the start of Semester 4.*

## PROGRAM OUTLINE

### Semester 1

PHAR-113	Community Pharmacy Computers
PHAR-115	Pharmaceutical Calculations I*
PHAR-118	Community Practice Theory*
PHAR-130	Professional Practice & Drug Programs
PHAR-131	Community Pharmacy Dispensing Practice I *
COMM-170/171	College Communications 2/(ESL)**
GNED-147	Ethics in Business

### Semester 2

PHAR-123	Home Health Care and Non-Prescription Products Compounding*
PHAR-124	Community Pharmacy Placement I
PHAR-126	Introduction to Pharmacology
PHAR-129	Community Pharmacy Dispensing Practice II*
PHAR-132	General Education

### Semester 3

ANAT-113	Anatomy & Physiology
PHAR-210	Aseptic Technique Principles I*
PHAR-214	Institution Dispensing 1*
PHAR-215	Institution Communications and Operations
PHAR-219	Advanced Pharmacology
COMM-180	College Communications 3
GNED-500	Global Citizenship: From Social Analysis to Social Action*

### Semester 4

PHAR-221	Institution Dispensing II*
PHAR-222	Aseptic Technique Principles II*
PHAR-226	Integrated Practice and Career Development
PHAR-227	Pharmacy Management
PHAR-228	Community Pharmacy Placement II*
PHAR-230	Final Pharmacy Placement**

\*Minimum B grade is required. Minimum C grade required for all other courses.

\*\*Students are placed in the appropriate English level based on skills assessment results. Students in two-year programs must complete GNED-101/ GESL-101 as part of their requirements.

Note: Students will complete 7+1 weeks of placement. Successful completion of the Comprehensive Examination at a B grade or higher, and S (Satisfactory grade) in each semester 4 placement, is mandatory to pass the PHAR-230 & PHAR-228 courses.



# Police Foundations

**CENT Code: 1250**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Progress**

**communitystudies@centennialcollege.ca**

**416-289-5303**

The Police Foundations two-year program is presented in a “high discipline, high energy” environment. Students are required to wear uniforms, and participate in routine inspections and drills.

Centennial College’s standards of commitment are definitive and uncompromising. Students are challenged in a way that develops self confidence, self-discipline, and critical thinking in a supportive environment. Our innovative curriculum is delivered by motivated faculty who demand excellence.

Centennial is committed to student success and will help students network with a number of police organizations. The Police Foundations curriculum is constantly evolving to ensure that students receive instructions on cutting-edge law enforcement techniques, leadership, ethics, and community policing principles. Central to this emphasis is officer safety, problem solving, and the development of character.

## BENEFITS

- classroom instruction supplemented by experiential learning
- develop self discipline and physical fitness in preparation for entry to practice testing
- current curriculum reflecting challenges facing today’s law enforcement professional
- faculty with extensive teaching/police experience
- experienced, dedicated advisory board.

## CAREERS

- provincial police services
- Royal Canadian Mounted Police (RCMP)
- Canadian Security Intelligence Service (CSIS)
- military police
- Canadian Forces
- agencies requiring special constables
- municipal police services.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

### Non-academic Requirements

- English proficiency will be considered in the admissions process
- information session may be required

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

PFPR-101	Canadian Criminal Justice System*
PFPR-104	Principles of Ethical & Moral Reasoning*
PFPR-106	Professional Police Standards*
PFPR-122	Issues in Diversity*
COMM-160	College Communications 1
GNED-129	Principles of Human Behaviour

### Semester 2

PFPR-125	Criminology for Policing*
PFPR-129	Fitness 1*
PFPR-130	Communication Skills*
PFPR-131	Current Criminal Justice Issues*
PFPR-132	Criminology Code & Police Powers*
COMM-170/171	College Communications 2/(ESL)
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 3

PFPR-204	Interviewing and Investigations*
PFPR-205	Youth in Conflict with the Law*
PFPR-206	Provincial Offences*
PFPR-207	Conflict Management*
PFPR-212	Crime Scene Management*
PFPR-213	Fitness 2*
ELECT	General Education

### Semester 4

PFPR-228	Investigation & Evidentiary Procedures*
PFPR-229	Use of Force*
PFPR-230	Fitness 3*
PFPR-231	Community and Experiential Policing*
PFPR-232	Police Prep*
PFPR-233	Provincial Offences & Hwy Traffic Act*
COMM-180	College Communications 3
ELECT	General Education

\*Minimum C grade required.

### Note: Criminal Reference Checks

Applicants are advised that some program experiences may require a criminal reference check. Certain criminal convictions may disallow participation in these experiences and program completion may not be possible. Any questions regarding criminal reference checks may be directed to program coordinator by calling 416-289-5303.

## STANDARD POLICING REQUIREMENTS

Listed below are the criterion necessary for a career in policing. Failure to meet these minimum standards will disqualify you from a career in policing regardless of how successful you are in this program. Our faculty use these requirements as counselling tools to guide applicants toward success. For specific information on these and other requirements, please contact the program coordinator.

### No criminal record

To be considered for a career in policing, you must be of good moral character and habits, meaning that you are an individual who other people look upon as being trustworthy and having integrity. An applicant for police services in Ontario must be able to pass a security clearance as well as a background investigation including CPIC, credit and reference checks.

### A valid driver’s licence

You must have a valid “G” driver’s licence before starting policing duties and a clean driving abstract (record). If you do have driving violations, you cannot submit your application to police services until your driving demerit point accumulation is six points or less for permanent drivers and three points or less for probationary drivers.

### First aid and/or CPR certification

You must possess a current Standard First Aid Certificate and a Basic Rescuer (level C) CPR or equivalent certificate. Centennial’s Continuing Education department offers these courses throughout the year.

### Physical requirements

- Vision: Vision requirements vary between agencies. Students are advised to check with individual agencies
- Hearing: Standard normal hearing (frequencies of 500 to 3000Hz)
- Physical Fitness: You must meet the minimum standards of the Physical Readiness Evaluation for Police (PREP) test.

# Practical Nursing

**CENT Code: 9350**

**2 years/4 semesters**

**Start: Fall, Winter**

**CENT Code: 9351 (Flexible)**

**2 years/6 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Ontario College Diploma  
and Technology Centre**

**healthstudies@centennialcollege.ca**

**416-289-5303**

The newest skills in practical nursing are the focus of this program. We've responded to the current realities of the health care system by talking to numerous health care professionals and administrators. The need for practical nurses (RPNs) has never been stronger.

Opportunities for practical nurses are increasing in acute care community-based and long-term care settings, clinics and physicians' offices. Over 50 per cent of RPNs are still employed in traditional jobs in hospitals. Canadian government projections suggest that there can be no down-sizing of caregivers tending to people in need of medical attention due to our aging population.

Practical nurses will continue to find rewarding opportunities as key members of a multidisciplinary health care team.

Registered Practical Nurses (RPN) are independent practitioners who provide care to clients with stable or predictable outcomes such as those in rehabilitative, long-term, acute care and community settings. The RPN is expected to use judgment and critical thinking to determine whether the client's condition is changing and collaborate with the Registered Nurse (RN) before proceeding with care. The RPN may also delegate to and demonstrate leadership with unregulated health care providers in long-term care settings.

Choosing Centennial as the college for your education means you'll have access to an exceptional range of resources; knowledgeable, highly-regarded faculty, well-equipped labs, academic and personal counselling, on-campus activities, and free tutoring.

## BENEFITS

- faculty with extensive clinical expertise
- classroom instruction supplemented by independent study, multimedia support and on-going clinical experience
- competence and confidence building with caring faculty guidance
- small group instruction in clinical and laboratory settings utilizing the latest technology such as computerized simulation
- diploma reflects high standards of learning
- graduates may pursue further study in Centennial Continuing Education programs:
  - RPN – Perioperative Nursing
  - RPN – Advanced Mental Health
- consistently excellent pass rate on the National examination for RPNs
- five year approval from the College of Nurses of Ontario

## CAREERS

Registered Practical Nurses work in a variety of settings such as hospitals, long-term care and community settings. Typically, RPNs are attracted to positions where they can work with people through the healing process and provide hands on nursing care. With additional courses, RPNs are able to work in more specialized settings including operating rooms and clinics. A recent study commissioned by the Canadian Nurses Association predicts that by the year 2011, there will be a severe shortage of nurses. This shortage could mean from 59,000 to 113,000 nurses will be needed.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or equivalent
- math 11M or U, or 12 C or U, or equivalent
- biology 11C, M or U, or 12C, M or U, or equivalent
- one of the following sciences: chemistry or physics 11C, M or U, or 12C, M or U, or equivalent.

### Non-academic Requirements

- English proficiency will be considered in the admissions process.
- science requirement must have been achieved within seven years of the program start date

**For information on the admission process, please see p.14.**

*(cont'd)*

# Practical Nursing (cont'd)

## PROGRAM/PLACEMENT REQUIREMENTS

1. In certain circumstances, you may be required to submit letters of reference.
2. Annual clear police check prior to clinical placement.

### *Prior to Registration:*

- a. official transcripts of upgraded courses (if required) must be submitted.
- b. Prior Learning Assessment & Recognition (PLAR), where applicable, must be completed to deadline as published in calendar of important dates

### *Additional Information – required by the end of the first month after beginning the program:*

1. Proof of immunization, including hepatitis, completion of a health review by a physician or nurse practitioner and submission of medical forms, as required by the Ontario Public Hospitals Act, ministry guidelines and placement agency policies (forms will be sent as part of a package mailed to students after July 15).
2. Current certificate of completion for an approved first aid course (offered by St. John's Ambulance or Red Cross – courses also available at the College at an additional cost).
3. Completion of CPR course (Basic Rescuer Level) within the last two years (courses are available at the College at an additional cost. For information, see page 31).
4. Clear police check. (Will be replaced with standard Placement Requirement Information)

*Before undertaking this program, you should be aware that under the provisions of the Regulated Health Profession and Nursing Acts, to qualify to write the RPN registration exams, you must:*

- i) be a Canadian citizen, permanent resident of Canada or be authorized under the Immigration Act (Canada)
- ii) not have any criminal convictions including those under the Narcotic Control or Food and Drugs Acts
- iii) not have been the subject of proceedings, with respect to professional misconduct, incompetence or incapacity in another health profession in Ontario, or in nursing in another jurisdiction
- iv) not be suffering from a mental or physical disorder which makes it desirable in the public interest that you not practice.

## PROGRAM OUTLINE (9350)

### Semester 1

ANAT-113	Introduction to Anatomy and Physiology
PNUR-103	Practical Nursing Professional Growth 1
PNUR-104	Practical Nursing Theory 1
PNUR-105	Practical Nursing Clinical Applications 1**
COMM-170/171	College Communications 2/(ESL)*
GNED-144	Developmental Psychology

### Semester 2

PATH-122	Practical Nursing Pathophysiology and Pharmacology 1
PNUR-123	Practical Nursing Professional Growth 2
PNUR-124	Practical Nursing Theory 2
PNUR-125	Practical Nursing Clinical Applications 2**
PNUR-126	Practical Nursing Health Assessment

### Semester 3

PATH-222	Practical Nursing Pathophysiology and Pharmacology 2
PNUR-203	Practical Nursing Professional Growth 3
PNUR-204	Practical Nursing Theory 3
PNUR-205	Practical Nursing Clinical Applications 3**
GNED-500	Global Citizenship: From Social Analysis to Social Action General Education
ELECT	

### Semester 4

PNUR-250	Practical Nursing Pre-graduate Clinical Applications**
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\* Students will be placed in the appropriate English level based on skills assessment results.

\*\* Satisfactory clinical required.

Note: Minimum C grade required in all courses to graduate.

## PROGRAM OUTLINE – FLEXIBLE (9351)

### Semester 1A

ANAT-113	Introduction to Anatomy and Physiology
PNUR-103	Practical Nursing Professional Growth 1
COMM-170/171	College Communications 2/(ESL)
GNED-144	Developmental Psychology

### Semester 1B

PATH-122	Practical Nursing Pathophysiology and Pharmacology 1
PNUR-104	Practical Nursing Theory 1
PNUR-105	Practical Nursing Clinical Applications 1
PNUR-123	Practical Nursing Professional Growth 2

### Semester 2A

PNUR-126	Practical Nursing Health Assessment
PNUR-203	Practical Nursing Professional Growth 3
ELECT	General Education
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 2B

PNUR-124	Practical Nursing Theory 2
PNUR-125	Practical Nursing Clinical Applications 2

### Semester 3

PATH-222	Practical Nursing Pathophysiology and Pharmacology 2
PNUR-204	Practical Nursing Theory 3
PNUR-205	Practical Nursing Clinical Applications 3

### Semester 4

PNUR-250	Practical Nursing Pre-Graduate Clinical Applications
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Note: Minimum C grade required in all courses to graduate.

# Professional Pilot Training

**CENT Code: 8111**

**Hours: Ground School – 330 hours**

**Flight Hours – 200 hours**

**Credential: Certificate**

**Location: Durham Flight Centre,**

**Oshawa**

**sot@centennialcollege.ca**

Centennial College, in partnership with Durham Flight Centre, offers a professional pilot program. Thanks to air travel deregulation and a booming economy, aircraft pilots are in demand by commercial airlines and private operators. This program opens up the lucrative world of flying at a down-to-earth price.

Students fly from Oshawa Municipal Airport, just outside the GTA airspace. This location allows pilots to start learning the moment they leave the ground, instead of being flown to a designated training area beyond busy flight paths.

Oshawa Airport does not charge a landing fee, which helps to keep costs down.

For students who already hold one or both of the licences studied in this program (Private Pilot/ Commercial Pilot), fees will be adjusted to reflect only those program sections being taken.

## BENEFITS

- up-to-date labs, equipped with the latest products
- seasoned professional faculty with a strong commitment to student success
- training in the latest all-important areas of pilot-training

## CAREERS

As a graduate, you'll have many skills to offer employers. Typical positions include:

- commercial airline pilot
- private aircraft pilot

## ADMISSION REQUIREMENT

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent
- satisfactory results in a selection interview

### Non-academic Requirements

- successful completion of a medical conducted by a Transport Canada approved medical examiner

*Note: The medical examination should be obtained early in the training as these clearances will be required prior to the students' first solo flight.*

**For information on the admission process, please see p.14.**

## SCHEDULING

Students enrolled in this program must be available from 7 am to 5 pm, Monday to Friday.

## REGISTRATION

Application is through Centennial College's Admissions Office, not ontariocolleges.ca. Complete the online application at [centennialcollege.ca/forms/maps](http://centennialcollege.ca/forms/maps) or print the application at [centennialcollege.ca/transportation/mapapplication.pdf](http://centennialcollege.ca/transportation/mapapplication.pdf).

## PROGRAM OUTLINE

### AIRC-911 Private Pilot Licence

In this section of the course you'll complete Private Pilot Licence requirements. You are allotted up to 52 hours of flight experience to complete the flying portion of the training. The ground school class portion of the training is 110 hours. This is completed in weekly classes.

### AIRC-912 Commercial Pilot Licence

During this section of the course, you'll work on the commercial portion of your licence. At this point in the training, 121 hours of flight experience are completed. A total of 110 ground school hours is scheduled for each student.

### AIRC-913 Multi-Engine IFR Rating

In this section, you will acquire the Multi-Engine Instrument Rating. A total of 33 hours of advanced flight exercises are performed during this phase of training. Once 200 hours of flight experience are reached, the Commercial Pilot Licence is awarded. The student also attends another 110 hours of ground school training.

# Recreation and Leisure Services

**CENT Code: 1202**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall**

**Campus: Progress**

**communitystudies@centennialcollege.ca**

**416-289-5303**

The focus of this program is on developing your communication and leadership abilities, as well as your skills to plan and conduct effective recreation and leisure services for a variety of people in different settings. A newly revised curriculum reflects current recreational focus on wellness, culture and heritage. You will work closely with faculty to acquire the skills and knowledge needed to develop stimulating and satisfying recreational programs.

Classroom learning is reinforced with over 1,000 hours of practical experience throughout the program. This includes specialized, intensive workshops, as well as field placement experiences in community agencies in both the first and second years.

Course materials and lab fees will cost approximately \$400 over the two years. Other estimated expenses include \$150 for first aid, snoezelen and high five certifications, and textbooks approximately \$300-\$400 per semester.

## BENEFITS

- thorough grounding in theory, combined with a variety of active learning experiences in the field
- complete over 1,000 voluntary hours of field practicum (the largest integrative field component in the province)
- faculty conduct regular on-site field visits with students to closely monitor development on placement
- supportive, dedicated faculty
- average starting salary range from \$30,000 to \$35,000

## A MATTER OF DEGREE

Qualified graduates may be eligible to participate in an articulated program with selected universities, institutes and professional associations. These partnerships allow graduates to apply academic credit towards further study.

Our partners are:

- Brock University, Recreation and Leisure Studies degree (complete degree studies in just two additional years)
- University of Waterloo, Department of Recreation and Leisure Studies (receive up to five transfer credits towards a four-year bachelor's degree)
- Athabasca University, receive 60 credits toward a 120 credit Bachelor of Professional Arts Degree – Human Service Major

## CAREERS

Graduates find employment in a variety of agencies providing leisure programs and services for different age groups. Agencies hiring Centennial Recreation and Leisure Services graduates include:

- Ajax Parks and Recreation Department
- Bloorview Kids Rehab
- Bridgepoint Health
- Camp Manitou
- Centre for Addictions and Mental Health
- Leisureworld
- Providence Health Care
- Sunrise Senior Living
- Town of Markham Recreation Services Dept
- Variety Village

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

### Non-academic Requirements

- English proficiency will be considered in the admissions process
- program admission session may be required

**For information on the admission process, please see p.14.**

*Note: Although not a requirement, volunteer work is recommended prior to application.*

## PROGRAM OUTLINE

### Semester 1

CS-102	Interpersonal Skill Development
RECL-102	Recreation Programming 1*
RECL-103	Preparation for Practice*
RECL-113	Child and Youth Development*
COMM-160/161	College Communications 1/(ESL)*

### Semester 2

CS-103	Group Dynamics
RECL-121	Recreation Programming 2*
RECL-124	Field Seminar 2*
RECL-125	Field Placement 2 (2 days)*
RECL-126	Therapeutic Recreation*
RECL-127	Advanced Computer Applications*
COMM-170/171	College Communications 2/(ESL)*

### Semester 3

RECL-201	Festivals & Event Management*
RECL-209	Field Seminar 3*
RECL-210	Field Placement 3 (3 days)*
RECL-230	Community Development*
RECL-231	Recreation Management & Marketing*
GNED-500	Signature Learning Experience
GNED-140	Wellness & Work Style (Mandated)

### Semester 4

RECL-218	Recreation Activity Skills*
RECL-221	Cultural Awakening*
RECL-222	Launching Your Career*
RECL-223	The Business of Recreation*
RECL-245	Field Placement 4*
ELECT	General Education

*\*Minimum C grade required*

### Placement Requirements

1. Yearly police record checks required. You can download an application at the following website: [oesc-cseo.org](http://oesc-cseo.org). Certain criminal convictions may not allow placement in these agencies and program completion may not be possible. Any questions regarding criminal reference checks may be directed to the program contact by calling 416-289-5303.
2. Proof of Immunization, including Hepatitis.
3. A minimum C grade in each English course are prerequisites for any field placement.

# Social Service Worker

**CENT Code: 1203**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall**

**Campus: Ashtonbee**

**communitystudies@centennialcollege.ca**

**416-289-5303**

Acquire the knowledge and skills needed to work in social service agencies and institutions that deal with individuals, families, groups and communities. A major focus of this program is the application of the skills and knowledge learned, to promote social justice through social change.

Classroom instruction is combined with field placement experience in year two. You will spend several days each week working with clients under the supervision of experienced service providers in social agencies. The practical experience gained during placements will help to reinforce classroom learning and provide grounding for full-time work after graduation.

The course materials fee, excluding first aid training, textbooks and related supplies, is \$45 per semester.

## BENEFITS

- variety of field placement opportunities
- diverse job opportunities for graduates
- recognized for advanced standing by several universities
- eligible for membership in the Ontario College of Social Workers and Social Service Workers
- diploma reflects high standards of learning

**“My practical experience and knowledge gained from my field placement has prepared me with the skills to work in child welfare. My experience at placement has also led to employment in this field.”**

**Marvin Arthur**

Camp Coordinator,  
Children's Aid Society of Toronto  
Social Service Worker '01

## A MATTER OF DEGREE

Qualified graduates may be eligible to participate in an articulated program with selected universities, institutes, and professional associations. These partnerships allow graduates to apply academic credit towards further study.

Our partners are:

- Athabasca University
- Griffith University
- Ryerson University
- Royal Roads University

## CAREERS

Graduates work for agencies such as welfare services, community centres, group homes, treatment centres, youth employment services, shelters, homes for the aged, and crisis service centres.

Organizations hiring Centennial Social Service Worker graduates include:

- Central Neighbourhood House
- Operation Springboard
- Senior Link
- Tropicana Community Services
- Toronto Social Services
- Woodgreen Community Centre
- Touchstone Youth Services
- various shelters for battered women

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

### Non-academic Requirements

- English proficiency will be considered in the admissions process
- program admission session may be required

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

SS-115	Power, Privilege and Oppression*
SS-116	Practice Skills and Communication*
SS-121	Social Service Work & Pathways to Practice*
SS-122	Applied Social Research & Data Management*
COMM-160/161	College Communications 1/(ESL)**
GNED-144	Developmental Psychology (Mandated)

### Semester 2

SS-118	Social Policy 1*
SS-119	Social Work with Groups*
SS-203	Fundamentals of Interviewing & Counselling*
SS-221	Community Development*
COMM-170/171	College Communications 2/(ESL)**
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 3

SS-220	Social Policy 2*
SS-222	Power and Social Movements*
SS-225	Advanced Interviewing & Counselling*
SS-229	Field Placement 1*
ELECT	General Education

### Semester 4

SS-224	Field Seminar*
SS-230	Field Placement 2*
ENGL-206	Report Presentation for Social Services Workers

*\*\* Minimum C grade required*

*\*\*Students will be placed in the appropriate English level based on skills assessment results.*

*Note: Applicants are advised that some field placement agencies require a criminal reference check prior to student placement. Certain criminal convictions may disallow placement in these agencies and program completion may not be possible. Any questions regarding criminal reference checks may be directed to the program contact by calling 416-289-5303.*

# Software Engineering Technician

**CENT Code: 3408**

**2 years/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall, Winter**

**Campus: Centennial HP Science  
and Technology Centre**

**is@centennialcollege.ca**

This 60-week diploma will prepare students to work as software developers. Students will acquire solid knowledge of software engineering methodologies, programming languages, design and algorithm concepts, data management tools, and networking fundamentals. This program is ideal for those learners who are seeking a shorter-term program for timely re-entry into the workplace. The coursework will emphasize object-oriented software design methodologies, user-oriented interface design, C#, Java, Oracle, MS-SQL Server, Unix/Linux, Microsoft's .NET, HTML/XML, Rational/WebSphere, Software Testing and QA, etc.

To underscore the applied focus of the curriculum, the program will include one software development project. This real-world business application will require learners to utilize all the technical and business skills acquired during their studies for building higher quality software.

The final semester offers learners the choice of either an academic term or work placement.

The 15-week work placement option provides on-the-job experience, and integration of academic studies and work experience will enhance your portfolio when competing for jobs after graduation.

## BENEFITS

- courses delivered using leading-edge technology geared to industry standards
- knowledgeable and approachable faculty with diverse business experience and academic credentials
- 15-week work placement option
- smaller classes for more individualized learning
- diploma earned is recognized in Canada and abroad, reflecting high standards of learning

## CAREERS

Graduates from this program will typically obtain entry-level positions such as computer programmer, software developer, software tester, business analyst, Web applications developer, database administrator and applications or software support.

The graduates of our software diplomas in the past were hired by organizations like:

- American Express
- Bell Canada
- Hudson's Bay Company
- IBM Canada
- ManuLife
- Royal Bank
- Scotiabank
- Toronto Transit Commission (TTC)
- Toronto Stock Exchange
- Government

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent
- math 11M or U, or 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

COMP-100	Programming I
COMP-120	Software Engineering Fundamentals
COMP-122	Introduction to Database Concepts
MATH-175	Functions and Number Systems
COMM-170/171	College Communications 2/(ESL)*
GNED-119/ GESL-119	Introduction to Canadian Business

### Semester 2

COMP-123	Programming II
COMP-213	Web Interface Design
COMP-225	Software Engineering Methodologies I
CNET-124	Networking Technologies
MATH-185	Discrete Mathematics
ELECT	General Education

### Semester 3

COMP-214	Advanced Database Concepts
COMP-228	Java Programming
COMP-229	Advanced WEB Application Development
COMP-246	Object Oriented Software Engineering
EMPS-101	Employment Skills 1
ENGL-253	Advanced Business Communications
GNED-500	Global Citizenship: From Social Analysis to Social Action*

### Semester 4

#### Work Placement Option

COMP-212	Programming III
COMP-231	Software Development Project I
COMP-232	Work Placement**

OR

#### Academic Option

CNET-229	Introduction to Business and ICT
COMP-212	Programming III
COMP-231	Software Development Project I
COMP-301	UNIX/LINUX Operating Systems
COMP-311	Software Testing and Quality Assurance
ELECT	General Education

\* Students will be placed in the appropriate English level based on skills assessment results. Students in two- or three-year programs must complete GNED-500 as part of their general education requirements.

\*\* To qualify for COMP-232, student will need to have completed 15 out of 18 courses in semesters 1, 2 and 3, a minimum C grade in COMM-170/171, and a GPA of 2.5 or greater.

Notes:

1. Semester 4 provides the option of a field placement for qualified students. In addition they are required to take two courses, COMP-212 and COMP-231.
2. Minimum C grade average required for graduation.
3. The dynamic curriculum presented here will be revised as appropriate to retain its currency. Internal curriculum development/review is ongoing.

# Software Engineering Technology

**CENT Code: 3419 (co-op)  
3409 (non co-op)**

**3 years/6 semesters**

**Credential: Ontario College  
Advanced Diploma**

**Start: Fall, Winter**

**Campus: Centennial HP Science  
and Technology Centre  
is@centennialcollege.ca**

This Advanced Diploma in Software Engineering Technology will produce graduates to design, develop and maintain software systems. Students will learn modern software engineering methodologies, programming languages, design and algorithm concepts, and data management tools. The acquired knowledge and hands-on experience will enable the graduates to design and develop various kinds of software applications, human-computer interfaces, and enterprise information systems. The course work will emphasize object-oriented software design methodologies, user-oriented interface design, QA, C#, Java, J2EE, Oracle, MS-SQL Server, Unix/Linux, Microsoft's .NET, HTML/XML, Rational/WebSphere, Rich Internet Applications, Mobile Computing, Software Security, etc.

To underscore the applied focus of the curriculum, the program will include two software development projects. These real-world business applications will require learners to utilize all the technical, systems and business skills acquired during their studies for building higher quality software.

## CO-OP OPTION

This program offers an optional co-op component. Academically qualified students enhance their education by working three terms as paid employees in the field. The experience not only allows you to put classroom learning into practice, but also provides valuable contacts for future careers.

**The Computer Programmer/Analyst program is a fully CIPS accredited program. The new SET program is a superset of the former CPA program and will go through the CIPS accreditation process with the first SET graduates in 2010.**

## BENEFITS

- option of three paid co-op work terms
- courses delivered using leading-edge technology geared to industry standards
- technical electives and project-based learning
- knowledgeable and approachable faculty with diverse business experience and academic credentials

## CAREERS

Graduates from this program will typically obtain entry-level positions such as software developer, software tester, computer programmer, systems analyst, business analyst, web application developer, database administrator and applications or software support.

The graduates of our software diplomas in the past were hired by organizations like:

- American Express
- Bell Canada
- Government
- Hudson's Bay Company
- IBM Canada
- CIBC
- ManuLife
- Royal Bank
- Scotia Bank
- Toronto Transit Commission (TTC)
- Toronto Stock Exchange

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent
- math 11M or U, or 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1

COMP-100	Programming I
COMP-120	Software Engineering Fundamentals
COMP-122	Introduction to Database Concepts
MATH-175	Functions and Number Systems
COMM-170/171	College Communications 2/(ESL)*
GNED-119/ GESL-119	Introduction to Canadian Business

### Semester 2

CNET-124	Networking Technologies
COMP-123	Programming II
COMP-213	Web Interface Design
COMP-225	Software Engineering Methodologies I
MATH-185	Discrete Mathematics
ELECT	General Education

### Semester 3

COMP-214	Advanced Database Concepts
COMP-228	Java Programming
COMP-229	Advanced WEB Application Development
MATH-210	Statistics and Research Methods
ENGL-253	Advanced Business Communications
GNED-500	Global Citizenship: From Social Analysis to Social Action*
COOP-221	Employment Preplacement** (program 3419 only)

### COOP-222

#### Co-op Work Term 1

### Semester 4

CNET-229	Introduction to Business and ICT
COMP-212	Programming III
COMP-246	Object Oriented Software Engineering
COMP-301	UNIX/LINUX Operating Systems
COMP-311	Software Testing and Quality Assurance
ELECT	General Education

### COOP-331

#### Co-op Work Term 2

### Semester 5

COMP-231	Software Development Project I
COMP-303	J2EE Programming
COMP-306	Web Services Programming
COMP-321	Systems Integration
CNET-307	IT Project Management
Choice of ONE Technical Elective***	

### COOP-332

#### Co-op Work Term 3

### Semester 6

COMP-307	Software Security
COMP-308	Emerging Technologies
COMP-309	Data Warehousing and Data Mining in HCIS
COMP-313	Software Development Project II
EMPS-102	Employment Skills II (program 3409 only)
Choice of TWO Technical Electives***	

\* Students will be placed in the appropriate English level based on skills assessment results. Students in two- or three-year programs must complete GNED-500 as part of their general education requirements.

\*\* Minimum of 80 per cent of Year 1 courses, a minimum C grade in COMM-170/171, and a 2.5 GPA or greater for COOP-221.

\*\*\* See TECHNICAL ELECTIVES list as provided by the department:

Notes:

1. Minimum C grade average required for graduation.
2. The dynamic curriculum presented here will be revised as appropriate to retain its currency. Internal curriculum development/review is ongoing.



**CENT Code: 3119 (co-op)  
3109 (non co-op)**

**3 years/6 semesters**

**Accelerated Version: 1 year**

**Credential: Ontario College**

**Advanced Diploma**

**Start: Fall, Winter**

**Campus: Centennial HP Science**

**and Technology Centre**

**is@centennialcollege.ca**

This advanced diploma in Interactive Game Software Development prepares students to work as software developers in the game software industry. Graduates will be able to participate in various phases of the game programming life cycle, such as game design, three-dimensional graphics programming, game engine design, multiplayer online game programming, etc. The course work will emphasize object-oriented software design methodologies, user-oriented interface design, Microsoft's .NET, DirectX, XNA, Software Testing and QA, C#, Java, J2EE, Oracle, MS-SQL Server, Unix/Linux, HTML/XML, Rational/WebSphere, etc.

To underscore the applied focus of the curriculum, the program will include two software development projects. These real-world business applications will require learners to utilize all the technical and business skills acquired during their studies for building higher quality software.

## Accelerated Specialization

The program offers a second entry point, in the fifth semester, for graduates of Computer Programmer/Analyst diploma programs or for those who have finished a similar education from other institutions.

## CO-OP OPTION

This program offers an optional co-op component. Academically-qualified students enhance their education by working three terms as paid employees in the field. The experience not only allows you to put classroom learning into practice, but also provides valuable contacts for future careers.

**The Computer Programmer/Analyst program is a fully CIPS accredited program. The new SET-IG program is a superset of the former CPA program and will go through the CIPS accreditation process with the first SET-IG graduates in 2010.**

## BENEFITS

- option of three terms of paid co-op experience
- courses delivered using leading-edge technology geared to industry standards
- technical electives and project-based learning
- knowledgeable and approachable faculty with diverse business experience and academic credentials

## CAREERS

Graduates from this program will typically obtain entry-level positions such as software developer, software tester, game programmer, computer programmer, systems analyst, business analyst, web application developer, database administrator and applications or software support.

The graduates of our software diplomas in the past were hired by organizations like:

- American Express
- Bell Canada
- Hudson's Bay Company
- IBM Canada
- CIBC
- ManuLife
- Royal Bank
- Scotia Bank
- Toronto Transit Commission (TTC)
- Toronto Stock Exchange
- Government

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent
- math 11M or U, or 12C or U, or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

<b>Semester 1</b>	
COMP-100	Programming I
COMP-120	Software Engineering Fundamentals
COMP-122	Introduction to Database Concepts
MATH-175	Functions and Number Systems
COMM-170/171	College Communications 2(ESL)*
GNED-119/ GESL-119	Introduction to Canadian Business
<b>Semester 2</b>	
CNET-124	Networking Technologies
COMP-123	Programming II
COMP-213	Web Interface Design
COMP-225	Software Engineering Methodologies I
MATH-185	Discrete Mathematics
ELECT	General Education
<b>Semester 3</b>	
COMP-214	Advanced Database Concepts
COMP-228	Java Programming
COMP-229	Advanced WEB Application Development
MATH-210	Statistics and Research Methods
ENGL-253	Advanced Business Communications
GNED-500	Global Citizenship: From Social Analysis to Social Action*
COOP-221	Employment Preplacement** (program 3119 only)
<b>COOP-222</b>	<b>Co-op Work Term 1</b>
<b>Semester 4</b>	
CNET-229	Introduction to Business and ICT
COMP-212	Programming III
COMP-246	Object Oriented Software Engineering
COMP-301	UNIX/LINUX Operating Systems
COMP-311	Software Testing and Quality Assurance
ELECT	General Education
<b>COOP-331</b>	<b>Co-op Work Term 2</b>
<b>Semester 5</b>	
CNET-307	IT Project Management
COMP-231	Software Development Project I
COMP-303	J2EE Programming
COMP-305	Game Programming I
COMP-391	Introduction to Game and Simulation
COMP-392	Advanced Graphics
<b>COOP-332</b>	<b>Co-op Work Term 3</b>
<b>Semester 6</b>	
COMP-308	Emerging Technologies
COMP-313	Software Development Project II
COMP-394	Practical Game Design
COMP-395	Simulation Design
COMP-396	Game Programming II
EMPS-102	Employment Skills II (program 3109 only)
	Choice of ONE Technical Elective***
	* Students will be placed in the appropriate English level based on skills assessment results. Students in two- or three-year programs must complete GNED-500 as part of their general education requirements.
	** Minimum of 80 per cent of Year 1 courses, a minimum C grade in COMM-170/171, and a 2.5 GPA or greater for COOP-221.
	*** See TECHNICAL ELECTIVES list as provided by the dept:
COMP-304	Wireless Programming
COMP-306	Web Services Programming
COMP-321	Systems Integration

Notes:

1. Minimum C grade average required for graduation.
2. The dynamic curriculum presented here will be revised as appropriate to retain its currency. Internal curriculum development/review is ongoing.

# Spa Assistant

**CENT Code: 9148**

**1 year/2 semesters**

**Credential: Ontario College Certificate**

**Start: Fall**

**Campus: Centennial HP Science  
and Technology Centre**

**healthstudies@centennialcollege.ca  
416-289-5303**

Centennial College's Spa Assistant program prepares you for a career in an exciting, rapidly growing worldwide service industry. Demand for highly trained Spa Assistants far out-strips the availability. This program will prepare you to work in many areas of the spa, from concierge/front desk to spa operations

Our unique approach incorporates current trends in the spa industry as well as a solid foundation in aspects of spa operations and management including front desk operations, sales and merchandising, stress & nutrition, anatomy, physiology, and spa customer service.

Spas provide a tranquil respite from the fast pace of life. If you work well in a team, are client oriented and enjoy interaction with a wide variety of people you are a candidate for this program.

Students who successfully complete the Spa Assistant program and obtain a minimum GPA of 3.0 and a minimum B grade in /SPAT-100 Introduction to Human Body Systems are guaranteed admission to the Massage Therapy program (at Centennial College) without further requirement.

## BENEFITS

- prepares candidates to understand spa management and operation techniques and how to integrate into the spa structure at various levels, and as a spa concierge.
- provides knowledge related to all areas of spa applications including esthetics, hydrotherapy treatments and massage to allow for competence in scheduling appointments, treatment rooms and spa personnel.
- knowledge of all areas of health and safety within a spa environment including infection control.
- placement in a spa setting will prepare you for the work environment

## CAREERS

Opportunities for graduates of this program are very broad, reflecting the variety of spas that exist, from luxurious day spas in large urban settings such as Toronto, to destination spas in rural settings, cruise ships and overseas. Post graduate education opportunities include Massage Therapy, Esthetics and with experience, Spa Management.

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester One

SPAT-100	Introduction to Human Body Systems
SPAT-110	Skin and Product Knowledge
SPAT-111	Spa Infection Control
SPAT-112	Creating the Spa Experience
SPAT-113	Spa Customer Service
GNED-163	Holistic Approaches to Health: Aromatherapy
COMM-160/161	College Communications 1/(ESL)

### Semester 2

SPAT-120	Stress and Nutrition
SPAT-121	Sales and Merchandising
SPAT-123	Spa Experience

*Note: Minimum C grade required in all courses to graduate.*

**CENT Code: 1809**

**2 year/4 semesters**

**Credential: Ontario College Diploma**

**Start: Fall**

**Campus: Progress**

**hospitality@centennialcollege.ca**

According to the United Nations Educational Scientific and Cultural Organization (UNESCO), global cultural and heritage tourism is growing by an unprecedented 15 per cent per year as a growing segment of travel consumer moves towards a more engaging genre of travel experience: the Cultural and Heritage motivated traveler wants to experience a distinct and authentic sense of place while connecting with the endemic tapistry of human endeavour.

Centennial's Cultural & Heritage Tourism program provides learners with a multi-faceted education. Offering a broad range of educational and industry training opportunities: community outreach programs, helping Ontario's tourism sector, graduates from this program prepare for this new breed of travel consumer.

Centennial College is a place of higher learning that sees its cultural diversity as its greatest strength. We embrace diversity and inclusion as fundamental to our mission to educate students for career success within a context of global citizenship. Given our renewed focus, Centennial's Cultural and Heritage Tourism program is an exceptional fit with the College's vision and goals.

## BENEFITS

- full-time four days per week industry placement for 15 weeks
- on premise Cultural & Heritage Institute
- on-site conference centre

## A MATTER OF DEGREE

Qualified graduates may be eligible to participate in an articulated program with selected universities, institutes, and professional associations. These partnerships allow students to apply academic credit towards further study.

Our partners are:

- Athabasca University
- International Hotel Management Institute (Switzerland)
- Malaspina University-College, B.C.
- Ryerson University
- University of Calgary
- University of New Brunswick
- Royal Roads University, B.C.

## CAREERS

Graduates gain employment in many areas of the Culture and Heritage Tourism Industry. Some of our employer partners are:

- Jonview Canada Inc
- MyTravel Group
- Toronto Board of Trade
- Tourism Toronto
- Major hotel chains
- Ontario Arts Council
- Heritage Toronto
- Air Miles
- Festival and Events Ontario
- Ministry of Culture, Heritage & Libraries Branch
- Ministry of Citizenship and Immigration
- Parks Canada
- Ministry of Tourism (Ontario)
- Municipal Government
- Museums

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

### Academic Requirements

- compulsory English 12C or U skills assessment, or equivalent

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1 (PS-1)

CHTM-101	Intro to Cultural & Heritage Tourism
CHTM-103	Ontario Cultural & Heritage Tourism Product
HTAP-102	Introduction to Accounting
HTAP-103	Dimensions of Tourism
COMM-160/161	College Communications 1/(ESL)
GNED-159	Geography & Tourism
ELECT	General Elective

### Semester 2 (PS-2)

CHTM-102	Sustainable Tourism
CHTM-201	Cultural & Heritage Tourism Principles & Practices
CHTM-202	Managing Cultural and Heritage Facilities
HOTL-152	Human Resources & Career Planning
HTAP-154	Hospitality & Tourism Marketing
COMM-170/171	College Communications 2/(ESL)
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 3 (PS-3)

CHTM-203	Cross-Cultural Behaviour in Tourism
CHTM-204	Festival & Event Management Practicum
CHTM-205	Sales for Tourism Professionals
CHTM-206	Tour Planning Management and Incentives
FBMP-203	Cuisines of Diverse Cultures
HTAP-201	Principles of Hospitality & Tourism Management

### Semester 4 (PS-4)

CHTM-251	Field Placement Review
CHTM-299	Cultural & Heritage Tourism Industry Internship
HOTL-253	Customer Relationship Management

**CENT Code: 1824****1 year/3 semesters****Credential: Ontario College Diploma****Start: Fall/Winter/Spring****Campus: Progress****hospitality@centennialcollege.ca**

As part of the world's largest employer, a career in Tourism and Travel creates a lifetime of opportunities providing skills training that can be used in any sector of the industry.

The Tourism and Travel program provides graduates with the skills both Canadian and global employers are seeking. These skills include in-depth knowledge of airline tariffs and ticketing, accommodation and ground transportation, the cruise industry, extensive world destination knowledge including culture and heritage tourism training, passport and visa requirements, travel security, customer sales and service and much more. We are dedicated to providing the highest level of education while preparing students to be job ready in one year.

Many travellers today are visiting more exotic destinations that offer both fun and educational opportunities and require expert advice from knowledgeable and well-trained travel professionals. Our one-year/three-semester program prepares students for employment in either retail or wholesale travel companies, such as, tour operators, retail travel agencies, internet booking agencies, tourist offices, cruise lines and airlines.

Our third semester three days a week internship allows students to polish their skills and often leads directly to employment upon graduation.

**“** When I started post-secondary education at university I was mostly without direction. I wanted to get out and see the world, to have a career, and a life that made a difference. I chose Centennial College. The Tourism & Travel program gave me the opportunity to combine the things I loved most: culture, art, architecture, history and of course, the desire to see the world. Here I have been exposed to many new experiences I would not have had otherwise, and made friends I would never have met had I not chosen this course. Our industry is one of “who you know”, I am glad that my classmates and teachers will become the “who you know” people in the next stage of my career. **”**

**Kelly Linton**

Tourism &amp; Travel graduate 2006

**BENEFITS**

- 14-week part-time industry internship in the third semester
- optional international field trip, providing practical exposure to all aspects of travel
- Apollo and Sabre computerized airline reservation system training
- CITC Knowledge Exam and Travel Industry Council of Ontario (TICO) Minimum Standards Exam included as part of the program
- CITC student membership and annual Students in Travel Conference

**A MATTER OF DEGREE**

Qualified graduates may be eligible to participate in an articulated program with selected universities, institutes, and professional associations. These partnerships allow graduates to apply academic credit towards further study.

Our partner is University of New Brunswick.

**CAREERS**

Centennial Tourism and Travel graduates work in all areas of the industry. Companies that have hired our graduates include:

- BTI Canada
- Gap Adventures
- Carlson Wagonlit
- Encore Cruises
- Goway Travel Ltd
- Marlin Travel
- Sears Travel
- Skylink Holidays

**Employer Testimonial**

**“** This letter is to express my continuous gratitude for your exceptional referrals in co-operative students.

In the past decade, you have managed to refer students that appear to be the best Centennial have to offer. Our students are always hard working, quick learning, and most professional in conduct, mannerism and productivity. In fact, we have to date had the pleasure of employing four Centennial Alumni, and are excited at the prospect of more.

Again, I thank you for your commitment to Skyventure through the co-op education program, and for always bringing to us your students of highest standard. **”**

**Warmest Regards****Alan Zakka**Managing Director  
Skyventure Travel Program**ADMISSION REQUIREMENTS**

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or equivalent or be 19 years of age or older. Possession of minimum admission requirements does not guarantee admission to the program.

**Academic Requirements**

- compulsory English 12C or U or skills assessment, or equivalent

**For information on the admission process, please see p.14.**

**PROGRAM OUTLINE****Semester 1**

HTAP-102	Introduction to Accounting Dimensions
TRAV-100	Destinations 1 – Western Hemisphere
TRAV-111	Wholesale Tour Operations
TRAV-112	Travel Industry Automation-Apollo
TRAV-224	Accommodation and Ground Transportation
TRAV-114	Selling Cruises
TRAV-125	College Communications 1/(ESL)
COMM-160/161	Geography and Tourism
GNE-159	

**Semester 2**

TRAV-122	Destinations 2 – Europe and Africa
TRAV-126	Career Planning and Placement Strategies
TRAV-127	Intro to Computing
TRAV-202	Sales and Marketing for the Travel Industry
TRAV-212	Domestic & International Tariffs and Ticketing
TRAV-215	Airline Automation-Sabre
COMM-170/171	College Communications 2/(ESL)
GNE-500	Global Citizenship: From Social Analysis to Social Action
ELECT	General Education

**Semester 3**

TRAV-201	Call Centre/Customer Service
TRAV-203	Business Management for Tourism
TRAV-204	Groups & Incentives
TRAV-216	Travel Agency Operations
TRAV-223	Destinations 3-Asia & the Pacific
TRAV-225	Internship

Program endorsed by  
Canadian Institute  
of Travel Counsellors.



# Truck and Coach Technician

**CENT Code: 8204 (co-op)**

**2 years/6 semesters**

**Credential: Ontario College Diploma**

**Start: Fall**

**Campus: Ashtonbee**

**sot@centennialcollege.ca**

## CO-OP APPRENTICESHIP

This program will prepare students for exciting futures as skilled professionals in the transportation field, one of Canada's largest industries. The in-school training, combined with practical on-the-job experience gained in the co-op work placement, provides an excellent start to an apprenticeship.

Successful students will earn an Ontario College Diploma, will have eight months of practical, on-the-job co-op training at a truck and coach facility and complete their entire Ontario Apprenticeship in-school curriculum within two years. In addition, students will take additional courses in advanced electrical/electronics and tracking and communication systems only available at Centennial.

To complete this program, students will spend the first eight months in school, eight months in co-op as a registered apprentice and a final eight months in school. As part of the in-school curriculum, students will train on truck and coach assemblies in fully-equipped truck labs. Students will focus on applied mechanics, vehicle dynamics as well as component design and repair as it applies to the apprenticeship curriculum. In addition, students will take courses in business, English and general education.

## BENEFITS

- combination of in-school theory and lab experience
- facilities in Ontario's largest transportation training centre – Ashtonbee campus
- completion of both in-school apprenticeship curriculum and Ontario College Diploma
- advanced vocational and motive power business related courses
- on-the-job experience in a paid co-op placement

## CAREERS

Successful students will qualify for careers in the truck and coach industry such as:

- truck and coach technician
- service writer/advisor
- service manager
- college teacher/industry training instructor
- truck/coach company representative

## ADMISSION REQUIREMENTS

Centennial College expects students applying for admission to certificate or diploma programs to present at minimum an Ontario Secondary School Diploma (OSSD) or General Educational Development (GED) or equivalent. Possession of minimum admission requirements does not guarantee admission to the program.

## Non-academic Requirements

- experience and mechanical aptitude
- resumé
- English proficiency will be considered in the admissions process

**For information on the admission process, please see p.14.**

## PROGRAM OUTLINE

### Semester 1 – Level 1 (CV)

DACV-101	Trade Practices
DACV-102	Engine Systems
DACV-105	Drive Train Systems
DACV-106	Brake Systems
DACV-107	Electrical Systems
DACV-108	Fuel Systems
DACV-109	Fluid Power Systems
GNED-126	Occupational Health & Safety

### Semester 2 – Level 2 (T&C)

DATC-201	Trade Practices
DATC-202	Engine Systems
DATC-205	Drive Train Systems
DATC-206	Suspension, Steering & Brakes
DATC-207	Electrical Systems
DATC-208	Fuel Systems
COMM-160/161	College Communications 1/(ESL)*
COOP-221	Employment Pre-placement

### Semesters 3 & 4 – Co-op Placement

### Semester 5 – Level 3 (T&C)

BUSN-221	Organizational Behaviour
DATC-301	Trade Practices
DATC-302	Engine Systems
DATC-306	Suspension, Steering & Brakes
DATC-307	Electrical Systems
COMM-170/171	College Communications 2/(ESL)*
GNED-500	Global Citizenship: From Social Analysis to Social Action

### Semester 6 – Level 3 (T&C)

DACO-611	Fixed Operations Management
DATC-305	Drive Train Systems
DATC-308	Fuel Systems
DATC-601	Advanced Air Conditioning
DATC-607	Advanced Electronics Control Systems Diagnosis
DATC-512	Truck and Coach Logistics
DATC-604	Preventive Maintenance
ELECT	General Education

*\*Students will be placed in the appropriate English level based on skills assessment results.*

## PENDING APPROVAL