Accounting Clerk – Microcomputer

Program Code: 2906
Program Length: 1 year/2 semesters
Credential: Ontario College Certificate
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

Program Overview

Computerized accounting is common in many organizations. The Accounting Clerk – Microcomputer program helps meet the high demand for people with a solid background in accounting and microcomputer skills.

You will learn to process and store payroll, accounts receivable and accounts payable information. The latest accounting software, including Simply Accounting for Windows and the GL, A/R and A/P modules for ACCPAC for Windows, are also taught. Upon graduating you will be able to transfer, with credit, into Centennial’s two- or three-year accounting programs to earn an Accounting diploma – advanced diploma.

The School of Business is committed to student success – we offer flexibility in curriculum design. Most members of the Accounting faculties are professional accountants with solid industry experience.

Benefits

Program Highlights
The School offers leading edge information technology infrastructure. Many classes are taught in a lab environment which is fully equipped with an integrated network of computer systems.

- courses are qualified for exemptions with the Canadian Institute of Book keepers (CIB)
- the program is short, intensive eight-month training
- practical hands-on experience in modern microcomputer labs is provided
- you will gain effective business communication skills
- an overview of other business functions in an organization is provided
- knowledgeable and approachable faculty members have business experience
- transferring to other accounting program is easy

Career Outlook
Graduates are prepared to work as:
- accounting clerks
- administrative assistants
- bookkeepers
- accounts receivable/payable clerks

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 11C, M or U or 12C or U, or skills assessment or equivalent

Graduation Requirements
- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

Program Outline

Semester 1
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<tr>
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<td>ACCT-112</td>
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<td>Taxation 1</td>
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<td>Business Operations</td>
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<td>COMP-106</td>
<td>Microcomputer Applications Software 1</td>
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<td>HRMT-318</td>
<td>Payroll</td>
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Semester 2
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<td>Small Business Software</td>
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<td>ACCT-221</td>
<td>Financial Accounting 2</td>
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<td>ACCT-222</td>
<td>Management Accounting 1</td>
</tr>
<tr>
<td>ACCT-228</td>
<td>Accounting Microcomputer Applications 1</td>
</tr>
<tr>
<td>COMP-126</td>
<td>Microcomputer Applications Software 2</td>
</tr>
</tbody>
</table>
Advertising

Program Code: 6404
Program Length: 3 years/6 semesters
Credential: Ontario College Advanced Diploma
Start: Fall
Campus: The Centre for Creative Communications
416-289-5000 ext. 5100
thecentre@centennialcollege.ca

**Program Overview**

Advertising is a unique field where you’ll tap into your creative talent, strategic thinking and business savvy to generate new and exciting ideas.

The three-year Advertising program will prepare you with the critical skills you’ll need to enter this dynamic field, as you learn how to tell your clients’ stories with persuasive advertising in addition to planning and developing ad campaigns.

In this program you will:
- develop your instincts and strategic abilities while meeting deadlines in a professional and creative environment
- be led by a team of seasoned advertising instructors who possess vast experience in the industry
- complete the program with an industry field placement, acquiring experience in the day-to-day activities of the advertising world.

**Benefits**

**Career Outlook**
Companies that have hired program graduates include:
- BBDO
- Boom Marketing
- Cossette
- Doner
- DRAFT FCB
- JWT
- Leo Burnett
- MacLaren McCann
- M2 Universal
- Mindshare
- Saatchi and Saatchi
- TBWA
- Y & R

**Highlights**
- you’ll learn the entire advertising process, including: research, developing strategies, campaign planning, copywriting, production, media planning and buying.
- you’ll gain insight into the main areas of agency operation: copywriting, media and account management.
- firm deadlines, multi-tasking, working under pressure and delivering professional presentations are part of the program.
- semester 5 features specialization streams that provide an advanced concentration in copywriting, media planning and buying or account service.

**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**
- program admission session
- writing test
- English proficiency will be considered in the admission process

**Program Outline**

**Semester 1**
CA-101 Intro to Agency Advertising
CA-104 Advertising Campaign Presentation
CA-105 Foundations in Marketing
CO-108 Tools and Processes for Communicators
COMM-170 College Communication 2
GNED-106 Consumer Psychology

**Semester 2**
CA-103 Advertising Research
CA-106 Integrated Marketing
CA-200 Copywriting I
CA-210 Account Management
CO-106 Imaging
COMM-180 College Communication 3

**Semester 3**
CA-201 Advertising Media Selection
CA-206 Advertising Planning
CA-209 Advertising Design & Production
CA-300 Copywriting II
GNED-500 Global Citizenship: From Social Analysis to Social Action

**Semester 4**
CA-208 Radio & TV Advertising
CA-211 New Media & Print Production
CA-305 Campaign Planning
CA-319 Advertising Business Writing
GNED General Education Elective

**Semester 5**
All Streams
CA-321 Advertising Issues
CA-322 Professional Practice
Account Service Stream – Section 001
CA-317 Administration & Finance
CA-318 Special Project
CA-320 Advertising Campaign Management
CA-323 Strategic Planning

Media Stream – Section 002
AMED-401 Interactive 1
AMED-405 Broadcast Buying and Measurement
CA-317 Administration & Finance
CA-318 Special Project
CA-320 Advertising Campaign Management

Copywriting Stream (Creative) – Section 003
CA-318 Special Project
CA-311 Copywriting III
CA-324 New Media for Advertisers
CA-325 Portfolio Design

**Semester 6**
CA-350 Field Placement

*minimum C grade required to pass

**At A Glance**

Graduates start new careers in advertising fields such as:
- Account Management
- Media Buying and Planning
- Marketing
- Interactive
- Copywriting
- Production
- Direct Marketing
- Promotions
- Event Marketing
Architectural Technician

Program Code: 3101
Program Length: 2 years/4 semesters
Credential: Ontario College Diploma
Start: Fall, Winter
Campus: Centennial Science and Technology Centre
archtech@centennialcollege.ca

Program Overview
The Architectural Technician program prepares you for a career in the construction industry, working with architects, engineers, builders, contractors and municipal building departments. Using state-of-the-art computer technology, you will prepare designs, construction drawings and specifications needed to communicate with clients, construction professionals and approval authorities.

Student activities include preparing drawings for residential, industrial, commercial and institutional building types. You will also be introduced to building materials, construction methods, structural design, mechanical and electrical services, building codes, contracts, specifications, and the business environment for providing design and construction services. Centennial’s Architectural Technician program places a strong emphasis on protecting the environment, energy conservation, and sustainable design and construction strategies.

Program Highlights
- graduates are eligible to join the Association of Architectural Technologists of Ontario (AATO) and the Ontario Association for Applied Architectural Sciences (OAAAS)
- transfer credits/advanced standing may be awarded for previous science or engineering education

Educational Partners
Graduates of this program may qualify for advanced educational programs leading to professional careers through the Royal Architectural Institute of Canada Syllabus.

Recognition as a Certified Engineering Technician/Technologist
OACETT (The Ontario Association of Certified Engineering Technicians and Technologists) recognizes the Architectural Technician program as meeting all the academic requirements for certification in the Technician category.

At A Glance
Companies hiring graduates include:
- Cassidy & Company, Architectural Technologists
- Hunt Design Associates Inc.
- Viljoen Architect Inc.
- Romanov & Romanov, Architects
- LaPointe, Architects
Architectural Technology

Program Overview

The Architectural Technology program will prepare you for a career in the construction industry, working with architects, engineers, builders, contractors and municipal building departments. Using state-of-the-art computer technology, you will prepare designs, construction drawings and specifications needed to communicate with clients, construction professionals and approval authorities.

Student activities include preparing drawings for residential, industrial, commercial and institutional building types. You will also be introduced to building materials, construction methods, structural design, mechanical and electrical services, building codes, contracts, specifications, and the business environment for providing design and construction services.

Academically qualified students can enhance their education by working as paid employees in the architectural technology field, for a total of up to 12 months. This experience puts classroom learning into practice and provides valuable career contacts.

Centennial’s Architectural Technology program places a strong emphasis on protecting the environment, energy conservation and sustainable design and construction strategies.

Students who successfully complete the first two years of the three-year Architectural Technology program may apply to graduate from the two-year Architectural Technician program.

At A Glance

Companies hiring graduates include:
• Cassidy & Company, Architectural Technologists
• Hunt Design Associates Inc.
• Viljoen Architect Inc.
• Romanov & Romanov, Architects
• LaPointe, Architects

BENEFITS

CAREER OUTLOOK
Program graduates are prepared to work with
• architects
• architectural technology firms
• engineers
• builders
• contractors
• developers
• construction material manufacturers and suppliers and municipal building departments.

PROGRAM HIGHLIGHTS
Graduates are eligible to join the Association of Architectural Technologists of Ontario (AATO) and the Ontario Association for Applied Architectural Sciences (OAAAS).

EDUCATIONAL PARTNERS
Graduates of this program may qualify for advanced educational programs leading to professional careers through the Royal Architectural Institute of Canada Syllabus.

ADMISSION REQUIREMENTS
Centennial College expects students applying for admission to certificate or diploma programs to present at minimum: 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 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

CO-OP REQUIREMENTS
• minimum C grade in COMM-170, minimum 2.5 GPA, and minimum 80 per cent of year 1 courses required for COOP-221
• departmental academic standards for co-op eligibility also apply

SEMESTER REQUIREMENTS
• minimum 2.0 GPA required for entry into each semester
• MATH-111 and COMM-170/171 must be successfully completed before the start of semester 3
• students who have completed all courses in semester 1-4 will have all the prerequisites requirements for courses in semester 5 and 6

PROGRAM OUTLINE

Semester 1
ARCH-101  Design and Computer Aided Drafting Project 1*
ENVR-101  Environment 1
MATHM-101  Materials and Methods 1*
MATH-111  Mathematics for Architecture 1*
MATH-154  Microcomp. Applic. for Tech. A
COMM-170/171  College Communications 2**
MATHED-300  General Education Elective

Semester 2
ARCH-121  Design and Computer Aided Drafting Project 2*
ARAP-124  Applied Physics*
ENV-123  Environment 2*
MATHM-122  Materials and Methods 2*
MATH-112  Mathematics for Architecture 2*
MATHED-500  Global Citizenship: From Social Analysis to Social Action

Semester 3
ACHS-204  Construction Health & Safety*
ARB-205  Builders and Contractors*
ARCH-201  Design and Computer Aided Drafting Project 3*
ENV-303  Environment 3*
MATHM-202  Materials and Methods 3*
MATHED-500  Global Citizenship: From Social Analysis to Social Action

Semester 4
ARB-222  Building Services 1*
ARCH-221  Design and Computer Aided Drafting Project 4*
ARGR-224  Architectural Graphics*
ARTST-305  Structures*
ENV-223  Environment 4*
MATHED-300  General Education Elective

Semester 5
ARB-302  Building Services 2
ARBW-307  Business Writing
ARCH-301  Design and CAD Complex Project
ARPM-225  Project Management
ARTHSC-304  Advanced Presentation Techniques
ARTST-306  Advanced Structures
ENV-303  Environment 5

Semester 6
ARB-324  Building within the Municipality
ARCH-321  Design and CAD Multi-Use Project
ARCL-322  Contracts, Law and Professional Practice & Ethics
ARPE-326  Building Code – Sustainable Qualification Preparation
ARSW-325  Specification Writing & Contracts
ENV-323  Environment 6

*minimum C-grade required for Technologist.

ACCREDITATION PENDING

Fast forward to the Fast-track options, page 134.
Art and Design Foundation Studies

Program Code: 6409
Program Length: 1 year/2 semesters
Credential: Ontario College Certificate
Start: Fall, Winter
Campus: The Centre for Creative Communications
416-289-5100
the centre@centennialcollege.ca

Program Overview

Art and Design Foundation Studies is an accelerated visual art fundamentals program that will allow you to nurture your artistic talents and build new creative and practical skills. Established in 1974, this program is a unique blend of traditional and digital art that will prepare you with the critical basics for a career in art and design, animation and game design.

In this program you will:

• build your portfolio and be prepared for more specialized programs in Digital Animation, Interactive Digital Media, Fine Arts Studio, Game Design and Development or Graphic Design Media
• study a wide range of courses from traditional approaches in drawing, life drawing and three-dimensional design, to introductory courses in digital imaging, animation and digital design
• develop a familiarity with digital media complemented with a practical understanding of drawing, colour theory and 3D art and design
• develop your creative and practical skills in the studio.

TESTIMONIALS

“I am very pleased with my decision to attend Centennial College for Art & Design Foundation Studies program. The courses allowed me to explore art in many different aspects and provided me with the necessary tools and skills I needed to further my education. The teachers were always helpful and made time for the students. Upon completion of the program, I was accepted to Graphic Design – Media program at Centennial College.”

Carrie Fong, ADFS 2008-09

“Enrolling in the Arts and Design Foundations Program at Centennial College was the best gift I could have given myself. I had worked as a professional photographer for many years and wanted to expand my art experiences and theory. This program gave me hands-on exposure to all forms and levels of visual art, and there was step-by-step encouragement and support from the staff and faculty throughout. The guidance in creating an exciting new portfolio and career path were invaluable skills. The knowledge I’ve taken away with me has opened up new possibilities in my job choices.”

Carol Rooney, ADFS 2008-09

Benefits

PROGRAM HIGHLIGHTS

• industry leaders have crafted the program and employers tell Centennial what skills are needed in the evolving workplace, which ensures that your education is current, practical and always hands-on
• you’ll create a comprehensive portfolio of artwork required for admission to specialized arts programs
• the program is broadly-based and includes traditional and digital media
• a dynamic working relationship between faculty and students is encouraged
• the renowned Centre for Creative Communications campus is located in Canada’s cultural and artistic centre and offers extensive facilities
• you’ll prepare for programs that require fundamental-level visual art education, such as programs at the Ontario College of Art and Design and community colleges
• an increasing number of agreements with other colleges provide Centennial graduates with greater access to specialized programs
• certificate that is earned reflects high standards of learning.

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

PROGRAM OUTLINE

Semester 1

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<td>Digital Imaging</td>
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<td>Visu-111</td>
<td>Colour Studio</td>
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<tr>
<td>Visu-114</td>
<td>Drawing 1*</td>
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<tr>
<td>Visu-116</td>
<td>Visual Design Fundamentals*</td>
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<tr>
<td>Visu-118</td>
<td>Portfolio Development *</td>
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<td>Visu-127</td>
<td>Visual Culture*</td>
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Semester 2

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<td>Digital Art &amp; Design Studio*</td>
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<tr>
<td>Visu-117</td>
<td>Time-based Art &amp; Design*</td>
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<tr>
<td>Visu-121</td>
<td>3D Art &amp; Design Studio*</td>
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<tr>
<td>Visu-124</td>
<td>Drawing 2*</td>
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<tr>
<td>Visu-126</td>
<td>Professional Practice*</td>
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<tr>
<td>COMM-160/161</td>
<td>College Communications 1 or 2 or 170/171</td>
</tr>
</tbody>
</table>

GNED General Education Elective

*minimum C grade required to pass

Note: Students will be placed in the appropriate English level based on skills assessment results.

At A Glance

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, Professional Arts degree (Communication Studies)
• Ryerson University (Image Arts)
Auto Body Repair Techniques

Program Code: 8405  
Program Length: 36 weeks/3 semesters  
Credential: Ontario College Certificate  
Start: Fall  
Campus: Ashtonbee  
sot@centennialcollege.ca

**Program Overview**

Open the door to a career in the automotive industry – even if you have no previous auto body experience. The goal of this program is to lead you to that important first job by giving you the practical skills to ensure you are current and have a competitive edge in the auto body repair field. Auto Body Repair Techniques provides an alternate route towards obtaining hard-to-get apprenticeship positions with courses approved by the Ministry of Training, Colleges and Universities.

The curriculum has been modelled on the apprenticeship in-school program and has been structured to allocate about 40 per cent of your schedule to hands-on practice time.

You’ll learn how to repair automobile bodies and prepare them for painting. You will also gain practice in welding using MIG and oxy-acetylene equipment; auto body and frame repair; refinishing procedures and related mechanical systems.

**BENEFITS**

**PROGRAM HIGHLIGHTS**

- you will gain a certificate that is highly recognized by the auto industry and the knowledge and skills to make you more employable
- faculty is committed to student success and helps to make graduates’ skills known to potential employers
- the program is industry-driven
- you will learn in a completely updated, simulated work environment at a state-of-the-art auto body repair lab.
- an active Program Advisory Committee provides insights on current industry developments and practices
- graduates may have an opportunity for credit toward their apprenticeship requirements
- the program provides opportunities for you to find a part-time job while in school and permanent full-time positions upon graduation

**ACCRREDITATION**

Our commitment to the pursuit of excellence in the delivery of education and training has lead to the assessment of the program by the CARS (Canadian Automotive Repair and Service Council) National Accreditation Board. The CARS has been modelled on the apprenticeship in-school program and has been structured to allocate about 40 per cent of your schedule to hands-on practice time.

You’ll learn how to repair automobile bodies and prepare them for painting. You will also gain practice in welding using MIG and oxy-acetylene equipment; auto body and frame repair; refinishing procedures and related mechanical systems.

**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

**GRADUATION REQUIREMENTS**

- minimum D grade in all subjects with an overall GPA of 2.0 is required for graduation

**PROGRAM OUTLINE**

**Semester 1**

- BODY-101 Applied Work Practices/Procedures I
- BODY-102 Body & Frame Repair I
- BODY-103 Refinishing I
- BODY-104 App. Mechanical Systems I
- MATH-132 Math/Auto Body Repair
- GNED-126 Occupational Health & Safety

**Semester 2**

- BODY-201 Applied Work Practices/Procedures II
- BODY-202 Body & Frame Repair II
- BODY-203 Refinishing II
- BODY-204 App. Mechanical Systems II
- NE-205 Comm Skills/Autobody I

**Semester 3**

- BODY-301 Applied Work Practices/Procedures III
- BODY-302 Body & Frame Repair III
- BODY-303 Refinishing III
- BODY-304 App. Mechanical Systems III
- NE-305 Comm Skills/Autobody II

**At A Glance**

Program graduates are prepared to work as:

- auto body apprentices
- apprentice automotive painters
- service advisors
- appraisal trainees
- parts technicians
Program Overview

The Automotive Services Technician program, of which Chrysler Canada Inc. is a valuable partner, will prepare you for an exciting future as a skilled professional in the transportation field, one of Canada’s largest industries. This in-school training is an essential part of apprenticeship.

Successful students will earn an Ontario College Diploma, will have eight months of practical, on-the-job, co-op training in a Chrysler dealership and complete their entire Ontario Apprenticeship in-school curriculum within two years. In addition, you will take a unique advanced electrical and electronics diagnosis course in this program.

You will spend the first eight months of the program in school, eight months in co-op as a registered apprentice, and the final eight months in school. As part of the in-school curriculum, you will train on automobile assemblies in fully-equipped campus automotive labs. You will focus on Chrysler product component design and repair as it applies to the apprenticeship curriculum. In addition, you will take courses in automotive trade business, English and general education that will help prepare you for employment opportunities in a dealership administrative role.

At A Glance

Graduates are prepared to work as:
- Automotive service technicians
- Service writers/advisors
- Service manager Trainees
- Instructors/professors
- Auto company representatives

BENEFITS

PROGRAM HIGHLIGHTS
- in-school theory and lab experience is combined focusing on Chrysler product generously donated for this program
- facilities in one of Ontario’s largest transportation training centres, Ashtonbee campus, are used
- requirements for both in-school apprenticeship curriculum and an Ontario College Diploma are completed
- vocational and motive power business related courses are at an advanced level
- on-the-job experience is completed through a paid co-op placement at a Chrysler Canada Inc. dealership

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
- English proficiency will be considered in the admission process
- satisfactory results in a program admission session
- résumé and transcript review may be required
- questionnaire

PROGRAM OUTLINE

Semester 1
- DAST-101 Work Practices
- DAST-102 Engine Systems
- DAST-105 Drive Train Systems
- DAST-106 Suspension/Steering & Brakes
- DAST-107 Electrical/Electronics & Emissions
- GNED-126 Occupational Health & Safety

Semester 2
- DAST-201 Air Conditioning Systems
- DAST-202 Engine Systems
- DAST-205 Drive Train Systems
- DAST-206 Suspension/Steering & Brakes
- DAST-207 Electrical/Electronics & Emissions
- COMM-170/171 College Communication 2
- COOP-521 Employment Preplacement 1

Co-op Work Terms 1 and 2

Semester 3
- BUSN-221 Organizational Behaviour
- DAST-302 Engine Systems
- DAST-306 Suspension/Steering & Brakes
- DAST-307 Electrical/Electronics & Emissions
- DAST-501 Autobody Estimating
- ENGL-219 Communications for Professionals in the Auto Industry
- GNED General Education Elective

Semester 4
- DACO-611 Fixed Operations Management
- DAST-301 Electronic Climate Control
- DAST-305 Drive Train Systems
- DAST-607 Advanced Electrical/Electronic Control Systems Diagnosis
- DAST-608 Diesel, Hybrid and Alternate Fuel Technology
- GNED-500 Global Citizenship: From Social Analysis to Social Action
- GNED General Education Elective
Automotive Service Technician Co-op Apprenticeship (Partnered with T.A.D.A.)

Program Code: 8216
Program Length: 2 years/6 semesters
Credential: Ontario College Diploma
Start: Fall, Summer
Campus: Ashtonbee
sot@centennialcollege.ca

**Program Overview**

This program is partnered with the Toronto Automobile Dealers’ Association (T.A.D.A.), and will prepare students for exciting futures as skilled professionals in the transportation field, one of Canada’s largest industries. This in-school training includes an essential part of an Automotive Service Technician apprenticeship.

Successful students will earn an Ontario College Diploma, will have eight months of practical, on-the-job, co-op training in a T.A.D.A. dealership and complete their entire Ontario Apprenticeship in-school curriculum within two years. In addition, students will take a unique advanced electrical and electronics diagnosis course in this program.

To complete the 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 automobile assemblies in fully-equipped campus automotive labs. The vehicles worked on in our labs will reflect the products sold by supporting T.A.D.A. dealerships. In addition, students will take courses in automotive trade business, English and general education which will help prepare them for employment opportunities in a dealership administrative role.

**Benefits**

**Program Outcomes**
- combination of in-school theory and lab experience
- facilities in one of Ontario’s largest transportation training centres, Ashtonbee campus
- completion of both in-school apprenticeship curriculum and an Ontario College Diploma
- advanced vocational and automotive business related courses
- on-the-job experience in a paid co-op placement at a T.A.D.A. dealership

**Careers**
Successful students will qualify for careers in the automotive industry such as:
- automotive service technician
- service writer/advisor
- service manager
- instructor/professor
- auto 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**
- English proficiency and the completion of a program questionnaire will be considered in the admission process
- satisfactory results in a program admission session
- resume and a transcript review is required
- questionnaire

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

**Program Outline**

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**Co-op Work Terms 1 and 2**

<table>
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<tr>
<th>Course</th>
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<td>GNED-500</td>
<td>Global Citizenship: From Social Analysis to Social Action</td>
</tr>
<tr>
<td>GNED</td>
<td>General Education Elective</td>
</tr>
</tbody>
</table>
Program Overview

Learn highly sought after skills in aircraft maintenance, power plants, structures, inspections, troubleshooting, mechanical, electrical and electronic skills, as well as other sciences related to aircraft maintenance, to equip you for work in the aircraft maintenance industry.

A significant portion of time is spent on practical application in labs working on aircraft engines, conducting aircraft and component inspections in a maintenance environment, and performing flight-line activities.

Option M, Aircraft Maintenance, emphasizes the repair of a wide range of electrical and mechanical systems within an aircraft – hydraulics, fuels, environmental systems, engines, surface controls and undercarriage systems, and the aircraft’s frame and external skin. Aviation maintenance servicing practices and procedures, as well as aviation regulation requirements, round out your training.

The program is both Transport Canada approved and Canadian Aviation Maintenance Council certified as a recognized aircraft maintenance training program.

BENEFITS

The Aviation Technician (Aircraft Maintenance) program holds:

- Transport Canada (TC) accreditation towards the issue of a Canadian Aircraft Maintenance Engineer Licence.
- Canadian Aviation Maintenance Council (CAMC) accreditation and recognition towards meeting the basic training requirements for CAMC occupational trade certification as an Aircraft Maintenance Technician

In addition to an Ontario College Diploma, successful graduates that meet the accreditation requirements are eligible for an 18-month experience credit and technical examination credit towards the regulatory requirements for issue of a Canadian Aircraft Maintenance Engineer Licence.

PROGRAM HIGHLIGHTS

- extensive facilities and equipment, including on-site hangar and various aircraft
- comprehensive courses and theories reinforced by hands-on lab and shop work
- affiliated with the Aircraft Maintenance Engineer Association
- Transport Canada approved course – graduates who meet attendance requirements, project completion requirements, and attain 70 per cent in each course, are granted up to 18 months credit towards their Aircraft Maintenance Engineer’s licence (M rating)
- CAMC accredited for occupational trade certification
- graduates are also suitably trained to seek employment in non-aircraft related areas of certain repair and manufacturing industries

CAREERS

Aircraft maintenance technicians work in many areas of the industry including:

- manufacturers
- airlines
- aircraft maintenance companies
- other Canadian aviation operations.

Organizations that hire program graduates include:

- airlines/operators – Air Canada, Kelowna Flightcraft, Great Slave Helicopters
- manufacturers – Bombardier, Magellan Aerospace, Pratt & Whitney
- military – Department of National Defense
- aviation training – Flight Safety Canada, IMP Group
- aviation equipment/avionics – MC2, Wright Instruments
- transport

AFFILIATIONS

Qualified graduates may be eligible to participate in an articulated program with selected universities. These partnerships allow graduates to apply academic credit towards further study. Our partner is: British Columbia Institute of Technology, (Technology Management degree)

At A Glance

To meet the needs of Toronto’s sizeable aviation community our aerospace facility contains modern equipment reflecting the current trends in the industry. Our faculty is highly skilled, with years of experience and extensive technical expertise, with a deep commitment to the program, its students and their success.

Our partners and supporters are member of Centennial College’ advisory committees and participate as guest speakers and panelists, sharing their wealth of knowledge and expertise for the benefit and enhancement of our programs.
Aviation Technician – Avionics Maintenance

Program Code: 8113 (Option E)
Program Length: 2 years/4 semesters
Credential: Ontario College Diploma
Start: Fall
Campus: Ashtonbee
sot@centennialcollege.ca

Program Overview
This program trains you in skills from basic electronics to sophisticated avionic systems used in modern aircraft.

The emphasis in Option E, Avionics Maintenance, is on the aircraft’s various electronic systems – electrical power distribution and control, navigation, flight instrumentation, communication and radar. You are given equal time in theory and lab training. Shop work on various aircraft is also included. Aviation maintenance servicing practices and procedures, as well as aviation regulation requirements, round out this training.

This program is also designed to prepare bench technicians for avionic-approved shops and aircraft manufacturing companies.

The program is both Transport Canada approved and Canadian Aviation Maintenance Council certified as a recognized avionics maintenance training program.

Benefits
Through classroom and shop activities you will gain both theoretical and practical knowledge, as well as hands-on skills and experience through the demonstration and application of standard industry techniques and processes that are included/embedded in the program curriculum.

The Aviation Technician – Avionics Maintenance program holds:
- Transport Canada (TC) accreditation towards the issue of a Canadian Aircraft Maintenance Engineer Licence.
- Canadian Aviation Maintenance Council (CAMC) accreditation and recognition towards meeting the basic training requirements for CAMC occupational trade certification as an Avionics Maintenance Technician.

In addition to an Ontario College Diploma, successful graduates that meet the accreditation requirements are eligible for an 18-month experience credit and technical examination credit towards the regulatory requirements for issue of a Canadian Aircraft Maintenance Engineer Licence.

Program Highlights
- extensive facilities and equipment, including on-site hangar and various aircraft
- comprehensive courses and theories reinforced by hands-on lab and shop work
- training geared directly to the needs of the aircraft industry
- affiliated with the Aircraft Maintenance Engineer Association and the Aircraft Electronics Association
- diploma earned reflects high standards of learning

Transport Canada approved course – graduates who meet attendance requirements, project completion requirements, and attain 70 per cent in each course, are granted up to 18 months credit towards their Aircraft Maintenance Engineer’s licence (E rating)
- CAMC accredited for occupational trade certification
- graduates are also suitably trained to seek employment aircraft-related businesses (airlines, operators of light aircraft) as well as non-aircraft related electronic industries

Careers
Avionics maintenance technicians work in many areas of the industry including:
- manufacturers
- airlines
- aircraft, electronic and avionics maintenance companies
- other Canadian aviation operations.

Organizations that hire program graduates include:
- Airlines/Operators – Air Canada, Kelowna Flightcraft, Great Slave Helicopters,
- Manufacturers – Bombardier, Magellan Aerospace, Pratt & Whitney
- Military – Department of National Defense
- Aviation training – Flight Safety Canada,
- Aviation Repair & Overhaul – SPAR Aerospace, IMP Group, Field Aviation, Eurocopter Canada
- Aviation Equipment/Avionics – MC2, Wright Instruments

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

Graduation Requirements
- a minimum C grade in all courses is required for graduation with a course diploma.
- Transport Canada accreditation requires both a minimum B grade in every course and an absentee rate of less than five per cent of the total program hours.

Program Outline

| Semester 1 | AIRC-109 | Safety and Human Factors |
| Semester 2 | AIRC-135 | Turbine Engines |
| Semester 3 | AIRC-257 | Avionics Troubleshooting Practices |
| Semester 4 | AIRC-260 | Digital Avionics Practices |

At A Glance
To meet the needs of Toronto’s sizeable aviation community our aerospace facility is housed with modern equipment reflecting the current trends in the industry. Our faculty is highly skilled, with years of experience and extensive technical expertise, with a deep commitment to the program, its students and their success.

Our partners and supporters are members of Centennial College’ advisory committees and participate as guest speakers and panelists, sharing their wealth of knowledge and expertise for the benefit and enhancement of our programs. Through these partnerships students and the College are provided with aircraft, components, technical resources and access to industry information and the latest technology.
Biomedical Engineering Technology

Program Code: 3407
3417 (co-op)

Program Length: 3 years/6 semesters (3407)
3 years/9 semesters (3417)

Credential: Ontario College Advanced Diploma

Start: Fall, Winter
Campus: Centennial Science and Technology Centre
bet@centennialcollege.ca

Program Overview

In the biomedical equipment industry, engineering and scientific disciplines merge, resulting in innovations that bring progress to the health care system, and benefit the society as a whole. Firms in this industry must now meet the challenge of providing a wider range of quality products. As a result, there will be a greater need for qualified professionals. Biomedical engineering integrates various principles including electronics, computers, embedded microcontrollers, biology, medicine, health, and product engineering in the design of medical equipment, rehabilitation and health improvement devices.

In response to this growing demand for technology professionals who understand health-related fields, Centennial College is offering the Biomedical Engineering Technology program. It will prepare you for a challenging career with the latest technology, while continuing to evolve to reflect ever-growing innovations.

This program provides an optimum balance between theory and hands-on labs with present technical problem-solving. You can choose to participate in an optional co-op component where academically-qualified students enhance their education by working three, four-month 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.

Fast forward to the Fast-track options, page 135.

At A Glance

Health care technology professionals work in settings such as:
- hospitals
- medical equipment companies
- pharmaceutical companies
- rehabilitation facilities
- quality control
- sales and customer service

BENEFITS

PROGRAM HIGHLIGHTS
- instruction from biomedical industry professionals
- hands-on experience is gained with a wide range of high-tech equipment
- a strong focus is placed on hands-on labs to enhance classroom learning
- the program is part of an active student chapter of Institute of Electrical and Electronic Engineers (IEEE)
- the program has its own Biomedical Student Club
- the advanced diploma that is earned is recognized in Canada and abroad, reflecting high standards of learning
- opportunity exists for three paid co-op work terms (if in the co-op program)

EDUCATIONAL PARTNERS

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

Our partners are
- Lakehead University, engineering degree
- Cape Breton University, engineering technology degree

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.

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

CO-OP REQUIREMENTS
- minimum C grade in COMM-170/171, minimum 2.5 GPA, and minimum 80 per cent of year 1 courses required for COOP-221

GRADUATION REQUIREMENTS
- minimum 2.0 GPA required for progression to semester 5 and 6 and technology graduation

PROGRAM OUTLINE

Semester 1
- ETEC-101 Electronics Shop Practices
- ETEC-102 Digital Electronics 1
- ETEC-103 Electric Circuits 1
- ETEC-104 Technical Report Writing Tools in MS
- ETEC-116 Computer Hardware & Networks
- COMM-160/161 College Communications 1
- MATH-170 Technology Math 2

Semester 2
- ETEC-208 C/C++ Programming
- ETEC-121 Electronics 1
- ETEC-122 Digital Electronics 2
- ETEC-123 Electric Circuits 2
- COMM-170/171 College Communications 2
- MATH-180 Technology Math 3
- GNED General Education Elective

Semester 3
- ANAT-106 Applied Anatomy & Physiology
- BTEC-211 Biomedical Engineering 1
- BTEC-212 Infection Control & Microbiology
- ETEC-201 Electronics 2
- ETEC-204 Electronic Communication Systems
- MLAB-101 Clinical Laboratory Techniques
- GNED-500 Global Citizenship: From Social Analysis to Social Action
- COOP-221 Employment Pre-placement (3417)

Co-op Work Term 1 (3417)

Semester 4
- BTEC-221 Biomedical Engineering 2
- BTEC-222 Dialysis & Water Treatment
- BTEC-225 Project Design Applications
- ETEC-202 Microcontrollers 1
- ETEC-203 Measurement & Instrumentation
- ETEC-221 Electronics 3

Co-op Work Term 2 (3417)

Semester 5
- BTEC-312 Biomechanics & Rehabilitation Engineering
- BTEC-313 Medical Imaging Systems
- BTEC-314 Photonics Devices & Laser Treatment
- ETEC-306 QA and Project Management
- ETEC-222 Microcontrollers 2
- ETEC-223 Control Systems 1
- ETEC-224 Data Communications & Networks

Co-op Work Term 3 (3417)

Semester 6
- BTEC-321 Advanced Topics in Biomedical Engineering
- BTEC-325 Computer Integrated Surgery & Telemedicine
- BTEC-327 Biomedical Project
- BTEC-205 RF Transmission & Measurements
- ETEC-324 Wireless Networks & Applications
- GNED-212 Ethics in Technology and Society
- EMPS-101 Employment Skills (3407)

Note: Student will be placed in the appropriate English and math level based on skills assessment results.
Program Overview

This nationally accredited program prepares you to work as a bench technician (in quality control/quality assurance) in the food, pharmaceutical and cosmetic industries. We provide thorough practical training in industrial microbiology as well as chemistry – analytical, organic and biochemistry. Laboratory techniques, including appropriate safety procedures, are extensively highlighted. A special feature of the program is our focus on the project approach, with independently designed microbiology projects that enhance your problem-solving and research skills.

You will learn to:

- isolate, enumerate and identify microorganisms from many types of samples (water, soil, air, your body, and food, pharmaceutical and cosmetic products)
- prepare specimens for staining and become an expert light-microscopist
- become proficient in aseptic handling of materials
- accurately calibrate and use a range of instruments such as pH and BOD meters, Gas Chromatographs, spectrophotometers (regular/IR/UV), HPLC’s etc.
- prepare microbiological media and reagents; culture pathogenic microbes; and design and perform your own microbiology experiments
- use microorganisms to assay pharmaceutical products

You may graduate in two years as a Biotechnology Technician or continue for a third year of the Biotechnology Technologist program.

Fast-track Option
If you have a related science degree/diploma, fast forward to the accelerated options available on pages 136 and 137.

AWARDS
The Biotechnology Technician program is a repeat recipient of the Centennial College President’s Academic Program Recognition Award for outstanding student satisfaction.

BENEFITS

PROGRAM HIGHLIGHTS

- national accreditation improves the mobility of graduates anywhere in Canada and abroad
- graduates may apply for certification through OACETT (Ontario Association of Certified Engineering Technicians and Technologists) to use the CTech (Certified Technician) professional designation.
- eight up-to-date laboratories and modern wireless lecture facilities
- thorough laboratory training, starting from the basics up to professional skills
- theory is combined with on-going laboratory work
- high program graduation rate and student satisfaction
- training in Occupational Health and Safety, WHMIS, GMP, HACCP – to industry standards
- qualified and caring faculty and staff provide individual attention in laboratories
- teamwork skills encouraged and developed
- qualified graduates may apply to enter the third year of the Biotechnology Technologist program

CAREER OUTLOOK

Graduates typically start their careers as quality control technicians in a broad-range of industries – food, cosmetics and pharmaceuticals and also in related government agencies

The organizations our graduates work for include:
- Kisko Products
- Hermann Laue Spice Company
- Apotex Inc.
- Agropur – Division Natrel
- Mill Street Brewery
- MAXXAM Analytics
- Campbell Soup Company
- bioMerieux Canada Inc.
- Griffiths laboratories
- Cosmetica laboratories Inc.

CTAB NATIONALY ACCREDITED PROGRAM

The Biotechnology Technician – Industrial Microbiology program has met the national technology accreditation requirements established by the Canadian Council of Technicians and Technologists (CCTT) and, as such, has received national accreditation status by the Canadian Technology Accreditation Board (CTAB).

RECOGNITION AS A CERTIFIED ENGINEERING TECHNICIAN/TECHNOLOGIST

OACETT (The Ontario Association of Certified Engineering Technicians and Technologists) recognizes the Biotechnology Technician – Industrial Microbiology program as meeting all the academic requirements for certification in the Technician category.

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
BI-111 Introduction to Biological Systems
CH-101 Chemistry I
MATH-154 Microcomputer Applications for Technology
MATH-176 Mathematics 2*
COMM-170/171 College Communications 2
GNED-126 Occupational Health and Safety

Semester 2
BI-121 Microbiology
BI-122 Microbial Techniques
CH-122 Lab Instrumentation
CH-125 Inorganic Chemistry for Microbiology
MATH-186 Statistics for Applied Science*
GNED General Education Elective

Semester 3
BI-207 Microbiology Project 1
BI-208 Food Microbiology
CH-121 Organic Chemistry
CH-207 Analytical Chemistry
ENGL-250 College Communications 2
GNED-500 Global Citizenship: From Social Action to Social Action

Semester 4
BI-206 Microbiology Project 2
BI-209 Pharmaceutical Microbiology
CH-203 Food Chemistry
CH-222 Biochemistry 1
GNED General Education Elective

Note: Students will be placed in the appropriate English level based on skills assessment results.

* Students who test at an advanced level may be accelerated directly into MATH-176 in semester 1 and MATH-186 in semester 2. Those taking MATH-140 will have the opportunity to complete MATH-186 between semesters 2 and 3.

At A Glance

- national accreditation supports program quality and provides mobility for graduates

Post-secondary Programs/39
Biotechnology Technologist – Industrial Microbiology

Program Code: 3602
3612 (co-op)
Program Length: 3 years/6 semesters (3602)
3 years/9 semesters (3612)
Credential: Ontario College Advanced Diploma
Start: Fall
Campus: Centennial Science and Technology Centre
bio@centennialcollege.ca

Program Overview

This nationally accredited program prepares you for the scientific principles, techniques and skills required in industrial microbiology. Specialized study also includes biotechnology applications, biochemistry, microbial genetics, clinical and environmental microbiology.

You will learn to:
- isolate, enumerate and identify microorganisms from many types of samples
- accurately calibrate and use instruments such as pH and BOD meters, Gas Chromatographs, spectrophotometers, HPLC’s, centrifuges, PCR thermocyclers, Gel electrophoresis equipment etc.
- prepare media and reagents to culture pathogenic microbes; design and perform advanced microbiology and microbial genetics experiments
- Isolate DNA; perform gel electrophoresis and PCR (polymerase chain reaction) on samples

CO-OP
Academically-qualified students enhance their education by working three terms as paid employees in their field. This experience allows you to put classroom learning into practice, and provides valuable contacts for future careers.

For more on co-op work terms, please see pages 18 and 194.

Joint Specialist Degree/Diploma Program (UTSC)
Students can earn a Biotechnology Technologist diploma from Centennial while working on an Honours BSc degree in Industrial Microbiology from the University of Toronto, Scarborough (UTSC).

Fast-track Option
If you have a related science degree/diploma, fast forward to the accelerated options available on pages 136 and 137.

Benefits

Career Outlook
Besides laboratory work, graduates may choose to work in product development, production or sales management. The organizations our graduates work for include:
- Hermann Laue Spice Company
- Apotex Inc.
- Agropur – Division Natrel
- MAXXAM Analytics
- bioMerieux Canada Inc.
- Cosmetica laboratories Inc.

Program Highlights
- national accreditation improves the mobility of graduates anywhere in Canada and abroad
- graduates may apply for certification through OACETT (Ontario Association of Certified Engineering Technicians and Technologists) to use one of the following professional designations CET (Certified Engineering Technologist) or AsCET (Applied Science Technologist)

CTAB Nationally Accredited Program
The Biotechnology Technologist – Industrial Microbiology program has met the national or provincial technical education requirements established by the Canadian Council of Technicians and Technology (CCTT) and, as such, has received national accreditation status by the Canadian Technology Accreditation Board (CTAB).

Degree Completion
Qualified Biotechnology graduates are granted access with credit transfer to Ryerson University or the University of Toronto Scarborough

Recognition as a Certified Engineering Technician/Technologist
OACETT (The Ontario Association of Certified Engineering Technicians and Technologists) recognizes the Biotechnology Technologist – Industrial Microbiology program as meeting all the academic requirements for certification in the Technologist category.

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.

CO-OP Requirements
To qualify for co-op work terms, completion of 80 per cent of year one courses, a minimum 2.5 GPA, and a minimum C grade in ENGL-170 are required.

Program Outline

| Semester 1 | Bi-111 | Intro to Biological Systems**
| CH-101 | Chemistry 1**
| MATH-154 | Microcomputer Applications for Technology A
| MATH-176 | Mathematics 2*
| COMM-170/171 | College Communications 2
| GNED-126 | Occupational Health & Safety
| Semester 2 | Bi-121 | Microbiology**
| Bi-122 | Microbiology Techniques**
| CH-122 | Lab Instrumentation**
| CH-125 | Inorganic Chemistry for Microbiology
| MATH-186 | Statistics for Applied Science*
| GNED | General Education Elective
| Semester 3 | Bi-207 | Microbiology Project 1**
| Bi-208 | Food Microbiology**
| CH-121 | Organic Chemistry**
| CH-207 | Analytical Chemistry**
| ENGL-250 | Communication for Technology
| GNED-500 | Global Citizenship: From Social Analysis to Social Action
| COOP-221 | Employment Pre-placement (program 3612 only)
| Co-op Work Term 1 (3612) | Bi-206 | Microbiology Project 2**
| Bi-209 | Pharmaceutical Microbiology**
| CH-203 | Food Chemistry**
| CH-222 | Biochemistry 1**
| GNED | General Education Elective
| Co-op Work Term 2 (3612) | Semester 5 | Bi-302 | Microbial Genetics
| Bi-303 | Microbiology Project 3
| Bi-312 | Applications of Biotechnology
| CH-302 | Biochemistry 2
| Co-op Work Term 3 (3612) | Semester 6 | Bi-304 | Environmental Microbiology
| Bi-305 | Advanced Biotechnology
| Bi-307 | Microbiology Project 4
| Bi-308 | Systematic Microbiology

Note: Students will be placed in the appropriate English level based on skills assessment results.
* students who test at an advanced level may be accelerated directly into MATH-176 in semester 1 and MATH-186 in semester 2. Those taking MATH-140 will have the opportunity to complete MATH-186 between semesters 2 and 3.
**minimum C grade required for entry into semester 5.
Broadcasting and Film

Program Code: 6401
Program Length: 3 years/6 semesters
Credential: Ontario College Advanced Diploma
Start: Fall, Winter
Campus: The Centre for Creative Communications
416-289-5100
thecentre@centennialcollege.ca

Program Overview

The Broadcasting and Film program will prepare you with both the creative and technical multi-platform skills you’ll need for film, television and radio. Creating new and original story ideas, you’ll learn how to manage the creative production and development process to realize your unique creative vision.

In this program you will:
- develop a balance between the artistic and commercial aspects of the industry and become exposed to a variety of industry practices and players.
- be placed directly in the action with the school’s unique HDTV broadcasting studios, and at Centennial College @ Wallace studios, where you’ll build your skills and creative talents at a professional level
- spend 15 weeks in a full-time industry field placement
- create student films and TV, as well as the JOURNAL, a student-produced newsmagazine TV show that airs live and online.

Benefits

Program Highlights
- for more than 35 years, the program has been training some of Canada’s best writers, directors, producers, production crew members and studio executives for the broadcasting and film industry.
- you’ll have access to computer-based broadcast studios, equipment and systems.
- Centennial’s curriculum is unique in providing comprehensive course content that covers film, television and radio.
- the advanced diploma that is earned reflects high standards of learning

Hands-on experience that complements your education is the key to success. The program offers a full-semester field placement. Below is a list of some of the current and previous field placement options for qualifying students.
- Barna Alper
- Breakthrough Films
- CBC

Educational Partners
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:
- Athabasca University, Professional Arts degree (Communication Studies)

Admission Requirements
Centennial College expects students applying for admission to certificate or diploma programs to present a minimum of 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

At a Glance

Program graduates have been hired by:
- radio and television stations, including specialty channels
- commercial sound and video production companies
- corporate video houses
- feature and series film producers

Non-Academic Requirements
- program admission session
- writing test
- English proficiency will be considered in the admission process
- As part of the admission requirements, you will be required to present a portfolio of work. Your portfolio must:
  a) include, either in writing or on-screen, the role you played in each submitted work
  b) be labelled as BROADCASTING AND FILM and include your name, address, phone number and e-mail address
  c) demonstrate your skill and ability to tell a story using two of the following:
     - video tape/DVD
     - audio tape/CD/Mini Disc
     - digital images
     - photographic prints
     - scripted material in any format that was used or designed for an audio or audio/visual production

Program Outline

Semester 1
CO-104 Media Theory, Workplace & Issues
CO-108 Tools and Processes for the Communicator
RT-100 Writing for Broadcast, Film & Multi-Platform 1 *
RT-106 Radio Production *
COMM-170 College Communication 2
GNED-148 History of Broadcasting

Semester 2
CO-105 Imaging: Photography *
RT-105 Writing for Broadcast, Film & Multi-Platform 2 *
RT-107 Intro to Video Production and Post *
RT-108 Film Appreciation & Analysis *
GNED-500 Global Citizenship: From Social Analysis to Social Action

Semester 3
RT-203 Documentary and News Production 1 *
RT-207 Filmmaking for TV, Cinema & Multi-Platform 1 *
RT-208 Studio/Control Room Production 1 *
RT-214 Essentials of Screenwriting *
COMM-180 College Communication 3

Semester 4
CO-428 Integrated Media
RT-209 Studio/Control Room Production 2 *
RT-210 Documentary and News Production 2 *
RT-211 The Journal – Studio Production *
RT-215 Sound to Picture Design *
RT-216 Filmmaking for TV, Cinema & Multi-Platform 2 *

Semester 5
RT-305 On-Air Promotions *
RT-313 Broadcast Career Management *
RT-320 Filmmaking for TV, Cinema & Multi-Platform 3 *
RT-325 Portfolio Production *
GNED Elective

Semester 6
RT-400 Field Placement *

*minimum C grade required.
Business

Program Code: 2803  
Program Length: 2 years/4 semesters  
Credential: Ontario College diploma  
Start: Fall, Winter, Summer  
Campus: Progress  
416-289-5000 ext. 2280  
business@centennialcollege.ca

Program Overview

The Business program is intended to provide individuals with education and training in the broad areas of business in preparation for a variety of entry level jobs across all industries. Emphasis is placed on the development of mathematical, computing, analytical, and communication skills and also on a solid grounding in the contemporary concepts and theories and business practices related to all the functional areas of the business enterprise. Students participate in team work, undertake case analyses, and pursue directed research on an individual basis.

Benefits

Career Outlook

Graduates of the program have been able to secure entry level positions such as customer service representative, procurement assistant, human resources generalist, marketing assistant, service supervisor, junior business analyst, operations coordinator, and insurance claims representative.

Companies hiring graduates of the program include: Sears Canada, Coca-Cola, Aviva, Wal-Mart, Honda Canada, and Enbridge Gas.

Program Highlights

- Solid foundations in the analytical disciplines
- Technology-supported learning in and out of the classroom
- Extensive exposure to all the functional areas of business
- Opportunity to undertake work in teams
- Experiential learning and case studies
- Exposure to contemporary business practices
- Delivered by a team of professors with strong academic backgrounds and extensive business and management experience

Education Partners

Qualified graduates may be eligible to participate in articulated programs with selected universities, institutes and professional associations. These partnerships allow students to apply credits earned at Centennial College towards further study at other institutions.

Our Partners are:

- Athabasca University
- Royal Roads University
- University of Lethbridge
- Griffith University

Global Citizenship and Equity Portfolio

Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

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 11C, M or U, or 12C or U, or skills assessment or equivalent

Graduation Requirements

- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

Program Outline

Semester 1

- BUSN-110: Strategies for Business Success
- BUSN-119: Business Fundamentals
- COMP-106: Microcomputer Applications Software 1
- MATH-106: Mathematics of Finance
- COMM-160/161: College Communications 1/(ESL)

Semester 2

- ACCT-112: Financial Accounting 1
- BUSN-129: Business Operations
- COMP-126: Microcomputer Applications Software 2
- COMM-170/171: College Communications 2/(ESL)
- GNED-500: Global Citizenship: From Social Analysis to Social Action

Semester 3

- BUSN-210: Career Exploration
- BUSN-333: Business Communications
- INTL-220: International Business Concepts
- HRMT-301: Human Resource Management
- MKTG-116: Principles of Marketing
- GNED: General Education Elective

Semester 4

- BUSN-221: Organizational Behaviour
- OR
- MGMT-222: Management Principles
- ECON-302: Economics for Business & Management
- MKTG-222: Retailing
- MKTG-223: Professional Selling
- GNED: General Education Elective
- JOBS-221: Job Search Skills

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business – Accounting

Program Overview

The Business – Accounting program provides students with excellent accounting training in a shorter time frame than the three-year Accounting co-op and non co-op programs. The College has worked hard to design a two-year program that is rigorous and develops saleable skills. All the quality features of Centennial’s accounting programs are present. However, you will not study certain subjects at the advanced level. If you want to continue your studies in the three-year program, the opportunity is available.

This two-year accounting program concentrates on building skills in financial and managerial accounting and developing strong knowledge in accounting software. Communications and analytical skills are also emphasized, as they are important for employment. Graduates can look forward to rewarding employment opportunities in a wide range of business sectors.

The Business Accounting program provides students with excellent accounting training in a shorter time frame.

The School of Business is committed to student success. We offer flexibility in curriculum design. Most members of the Accounting faculty are professional accountants with solid industry experience.

BENEFITS

PROGRAM HIGHLIGHTS
The School of Business offers leading-edge information technology infrastructure. Many classes are taught in a lab environment which is fully equipped with an integrated network of computer systems.

- study of accounting theory and practice is rigorous
- you will gain hands-on experience with industry standard computer software, including Simply Accounting and ACCPAC for Windows
- there is a chance to gain knowledge in general business subjects
- graduates of the two-year program may move on to the final year of the three-year program if they desire more specialized accounting and business studies

CAREER OUTLOOK
Program graduates are prepared for jobs in:
- accounts payable
- accounts receivable
- credit and collections
- fixed asset management

For careers in:
- manufacturing organizations
- merchandising organizations
- service organizations
- inventory control
- managerial and cost accounting
- payroll

EDUCATIONAL PARTNERS
Qualified graduates may be eligible to participate in articulated programs with selected universities, institutes and professional associations. These partnerships allow students to apply credits earned at Centennial College towards further study at other institutions.

Our Partners are:
- Athabasca University
- British Columbia Institute of Technology
- Royal Roads University
- Certified General Accountants Association of Ontario

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO
Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

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 11C, M or U or 12C or U, or skills assessment or equivalent

GRADUATION REQUIREMENTS
- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

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Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Program Overview

This program is specifically designed for individuals who wish to pursue an exciting career in the continuously expanding financial services industry. Continued growth in the financial services sector provides exciting employment opportunities for qualified individuals.

The skills required of financial services graduates have changed dramatically in recent years. Graduates must be appropriately licensed and accredited by successfully completing a number of industry courses. Centennial has designed the program to include these courses so that graduates may present employers with meaningful industry credentials. Students will take courses that lead to eligibility for securities licensing, and insurance licensing.

PROFESSIONAL ASSOCIATION

• student may write the Investment Funds exam which will qualify the student to sell mutual funds and the CSC™ (Canadian Securities Course) and the CPH™ which will qualify students to sell stocks, bonds in addition to mutual funds
• also the Life Licence Qualification program (LLQP) exam which upon passing will qualify you to write the Ontario Life Insurer exam.
• successful completion of industry recognized courses is essential for a career in the financial services industry. These courses have no substitutes. Registration in these courses incurs costs in addition to regular tuition.

Program Code: 2483
Program Length: 2 year/4 semesters
Credential: Ontario College Diploma
Start: Fall
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

Benefits

The courses are delivered by experienced faculty – professionals from the industry. In addition to the financial courses, the program emphasizes general business knowledge, selling skills, technical skills, high-level communications and analytical skills.

Career Outlook

Graduates may pursue careers at banks, credit unions, financial planning organizations and investment fund companies. Graduates may also find careers with investment dealers (both discount and full service) and insurance companies.

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 11C, M or U, or 12C or U, or skills assessment or equivalent

Graduation Requirements

• minimum C grade average is required for graduation with an overall minimum GPA of 2.0

Program Outline

Semester 1
ACCT-112 Financial Accounting 1
BUSN-110 Strategies for Business Success
COMP-106 Microcomputer Applications Software 1
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1/(ESL)

Semester 2
ACCT-221 Financial Accounting 2
ACCT-230 Canadian Financial Services
FINA-110 Canadian Investment Funds Course®
MKTG-116 Principles of Marketing
COMM-170/171 College Communications 2/(ESL)

Semester 3
ACCT-226 Taxation 1
COMP-126 Microcomputer Applications Software 2
FINA-308 Conducts and Practices Handbook®
FINA-339 Canadian Securities Course® 1
GNED-500 Global Citizenship: From Social Analysis to Social Action
GNED General Education Elective

Semester 4
FINA-340 Introduction to Life Insurance
FINA-343 Marketing Financial Services
FINA-349 Canadian Securities Course® 2
MKTG-223 Professional Selling
GNED General Education Elective

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business – Marketing

Program Code: 2805
Program Length: 2 years/4 semesters
Credential: Ontario College Diploma
Start: Fall, Winter, Summer
Campus: Progress Campus
416-289-5000 ext. 2280
business@centennialcollege.ca

Program Overview
A marketer is the essential link between an organization and its customer base. A marketer answers questions like: Who are our customers? What are their needs? How can we best meet these needs? How should we price, package, distribute and promote our product? Centennial College’s Business – Marketing program provides you with the knowledge and skills you need to help organizations answer these questions. You’ll have an opportunity to learn the basics of business – accounting, operations, organizational behaviour, and international business – which serve as an important foundation for the marketing course that follows. You’ll be introduced to marketing theory and case-based problem-solving, as well as marketing communications (which includes advertising and promotion) and professional selling practices. Centennial’s Marketing program encourages mastery of a marketer’s key competencies – creative, practical decision-making and clear, persuasive communications. The College’s interactive teaching approach incorporates learning through case studies, guest lectures, presentations, projects, and computer simulations and technologies. Centennial is a proud sponsor of selected marketing students in national and province-wide academic competitions, including the Ontario Colleges’ Marketing Competition.

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO
Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

BENEFITS
PROGRAM HIGHLIGHTS
- a common three-semester curriculum for most business programs provides you with the opportunity to obtain an overview of business prior to specializing in a specific area
- the program offers a combination of broad marketing concepts and specialized marketing skills
- computer training in popular business software is provided
- experienced marketing faculty provide individual attention and advice
- the diploma that is earned is recognized in Canada and abroad, reflecting high standards of learning
- all four semesters of Centennial’s two-year Marketing program are identical to the first four semesters of our three-year, six-semester program. This permits graduates of Centennial’s two-year Marketing program to benefit from a seamless transition into the three-year Marketing program, should they wish to continue with a more in-depth study of marketing.

EDUCATIONAL PARTNERS
Qualified graduates may be eligible to participate in an articulated program with selected universities, institutes and professional associations. These partnerships allow students to apply credits earned at Centennial towards further study at other institutions.

Our Partners are:
- Athabasca University
- Royal Roads University
- University of Lethbridge
- Griffith University

CAREER OUTLOOK
Career opportunities in the field of marketing are plentiful, as almost a third of all North Americans are employed in marketing-related positions. Opportunities exist in both small and large businesses across many industries, including:
- financial services
- electronics
- food and beverage
- high-tech
- not-for-profit sector

Graduates are prepared for careers as:
- sales representatives
- customer service representatives
- product support representatives
- merchandising assistants

Organizations hiring program graduates include:
- Motorola
- Reebok
- Sony
- Toyota
- Toys-R-Us

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 11C, M or U, or 12C or U, or skills assessment or equivalent

GRADUATION REQUIREMENTS
- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

Semester 1
BUSB-110 Strategies for Business Success
BUSB-119 Business Fundamentals
COMT-106 Microcomputer Applications Software 1
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1 (ESL)

Semester 2
ACCT-112 Financial Accounting 1
BUSB-129 Business Operations
COMT-126 Microcomputer Applications Software 2
COMM-170/171 College Communications 2 (ESL)
GNED-500 Global Citizenship: From Social Analysis to Social Action

Semester 3
BUSB-210 Career Exploration
BUSB-333 Business Communications
INTL-220 International Business Concepts
HRMT-301 Human Resource Management
MKTG-116 Principles of Marketing
GNED General Education Elective

Semester 4
BUSB-226 Business Analysis
MKTG-221 Practical Applications in Marketing
MKTG-232 Professional Selling
MKTG-331 Marketing Communications
JOBS-221 Job Search Skills
GNED General Education Elective

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Program Code: 2506
Program Length: 2 years/4 semesters
Credential: Ontario College diploma
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

Program Overview

Business operation is the primary business function that creates products and services offered by an organization to satisfy its customers’ needs. This program prepares you for many job opportunities in the areas of operations planning and scheduling, purchasing, logistics, supply chain management, quality, productivity improvement, direct labour supervision and other key operations responsibilities.

You will acquire the skills to succeed in an operations career in any business that provides goods or service. Practices are taught through hands-on projects and assignments that simulate those undertaken in actual business settings. Centennial’s Business – Operations program includes courses in analyzing business processes to improve productivity, developing and implementing quality management programs, applying team approach principles to analyze operations problems and develop solutions as well as enhancing the performance of the firm’s supply chain.

BENEFITS

CAREER OUTLOOK
Graduates are prepared to work as:
- buyers
- inventory analysts
- planning and scheduling coordinators
- logistics coordinators
- quality control technicians

PROGRAM HIGHLIGHTS
- common first three semesters for most Centennial business programs give you a good industry overview before specialization
- the diploma that is earned is recognized in Canada and abroad, reflecting high standards of learning

EDUCATIONAL PARTNERS
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
- Royal Roads University

PROFESSIONAL ASSOCIATIONS
- Canadian Association for Production and Inventory Control
- Purchasing Management Association of Canada
- Institute of Industrial Engineers.

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO
Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

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 11C, M or U, or 12C or U, or skills assessment or equivalent

GRADUATION REQUIREMENTS
- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

Semester 1
BUSB-110 Strategies for Business Success
BUSB-119 Business Fundamentals
COMP-106 Microcomputer Applications Software 1
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1/(ESL)

Semester 2
ACCT-112 Financial Accounting 1
BUSB-129 Business Operations
COMP-126 Microcomputer Applications Software 2
COMM-170/171 College Communications 2/(ESL)
GNED-500 Global Citizenship: From Social Analysis to Social Action

Semester 3
BUSB-210 Career Exploration
BUSB-333 Business Communications
HRMT-301 Human Resource Management
INTL-220 International Business Concepts
MKTG-116 Principles of Marketing
GNED

Semester 4
ECON-302 Economics for Business & Management
OMGT-221 Purchasing and Supply Management
OMGT-222 Productivity: Standards and Measures
OMGT-226 Materials Management
GNED General Education Elective
JOBS-221 Job Search Skills

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business Administration

Program Code: 2406
2416 (co-op)
Program Length: 3 years/6 semesters (2406)
3 years/9 semesters (2416)
Credential: Ontario College Advanced Diploma
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

The Business Administration program is designed to provide the knowledge, skills, and competencies to individuals who aspire to become front-line managers in business enterprises in all types of industries. The program is configured to provide its graduates with a solid understanding of the macro-environment of business, the industry-specific contexts of a variety of business enterprises, the economics of particular industries, the range of tasks and managerial practices in all the areas of business such as finance and accounting, management information systems, general management, leadership, operations management, human resources management, marketing, international business, entrepreneurship, supply chain management, and project management. Throughout the program, emphasis is placed on sound theoretical grounding, critical thinking and analysis, rigorous problem solving, effective business presentations, relevance and application to the world of business management.

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

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO
Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

BENEFITS

CAREER OUTLOOK
The graduates of the program have secured entry-level and specialist positions and supervisory management positions in a variety of companies in all types of industries. A sampling of their job titles includes: business analyst, management trainee, account manager, retail manager, operations supervisor, team lead, business manager, program supervisor, contract administrator, and assistant business manager.

Companies hiring graduates of the program include: American Express, Bank of Canada, Bell Canada, CIBC, Costco, Dell, Enbridge Gas, Honda Canada, IBM, Rogers, Bank of Nova Scotia, Universal Films, and Wal-Mart.

PROGRAM HIGHLIGHTS
• Comprehensive coverage of all areas of business and management
• Learning based on extensive case analyses and directed research
• Strong foundations in analytical skills
• Technology-supported learning in and out of the classroom
• Ample opportunities to work on team projects
• Exposure to the management practices of leading companies in the world
• Opportunities to pursue further studies in business administration at the degree level at universities through articulation agreements negotiated by the School of Business
• Delivered by a team of professors with strong academic backgrounds and extensive business and management experience

EDUCATIONAL PARTNERS
Qualified graduates may be eligible to participate in articulated programs with selected universities, institutes and professional associations. These partnerships allow students to apply credits earned at Centennial College towards further study at other institutions.

Our Partners are:
• Ryerson University
• Athabasca University
• Royal Roads University
• University of Lethbridge

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 11C, M or U, or 12C or U, or skills assessment or equivalent

CO-OP REQUIREMENTS
• completion of employment pre-placement
• completion of eight out of 10 courses in semesters 1 and 2
• a minimum C grade in COMM-170/171.
• a minimum GPA of 2.5

GRADUATION REQUIREMENTS
• minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

Semester 1
BUSB-110 Strategies for Business Success
BUSB-119 Business Fundamentals
COMP-106 Microcomputer Applications Software 1
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1/(ESL)

Semester 2
ACCT-112 Financial Accounting 1
BUSB-129 Business Operations
COMP-126 Microcomputer Applications Software 2
COMM-170/171 College Communications 2/(ESL)
GNED-500 Global Citizenship: From Social Analysis to Social Action

Semester 3
BUSB-210 Career Exploration
BUSB-333 Business Communications
HRMT-301 Human Resource Management
INTL-220 International Business Concepts
MKTG-116 Principles of Marketing
GNED General Education Elective

Co-op Work Term 1 (2416)

Semester 4
ACCT-222 Management Accounting 1
BUSB-225 Quantitative Methods 1
ECON-302 Economics for Business & Management
MGMT-222 Management Principles
GNED General Education Elective

Co-op Work Term 2 (2416)

Semester 5
ACCT-224 Corporate Finance 1
BUSB-221 Organizational Behaviour
BUSB-226 Business Analysis
MGMT-322 Management Information Systems
OMGT-229 Project Management for Business
ELECT Professional Business Option

Co-op Work Term 3 (2416)

Semester 6
ACCT-334 Corporate Finance 2
BUSB-332 Business Strategy
BUSB-350 Business Ethics
OMGT-228 Supply Chain Management
SMAL-331 Developing a Business Plan
ELECT Professional Business Option
JOBS-221 Job Search Skills (2406)

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business Administration – Accounting

Program Code: 2405
2415 (co-op)
Program Length: 3 years/6 semesters (2405)
3 years/9 semesters (2415)
Credential: Ontario College
Advanced Diploma
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

Program Overview

The Business Administration – Accounting program provides the rigorous training required if you are pursuing a career in accounting. The program offers a high degree of flexibility, combined with quality courses that develop strong fundamental skills in problem solving, communications, mathematics, analysis and other business functions.

This program offers courses in financial accounting, management accounting and computers that range from training in the use of suite software to advanced accounting software and systems design. Courses in taxation auditing and corporate finance round out the professional options available. Centennial also offers practical experience through its co-op option. If you meet a specific academic standard you may enhance your education by working for three terms as a paid employee in the accounting field.

CO-OP

The co-op option provides students with the opportunity to integrate classroom knowledge into the real world of business.

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO

Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

BENEFITS

PROGRAM HIGHLIGHTS

• the program lays a strong foundation for those pursuing an accounting designation
• the School of Business is committed to student success – we offer flexibility in curriculum design. Most members of the Accounting faculty are professional accountants with solid industry experience
• the School of Business offers leading edge information technology infrastructure. Many classes are taught in a lab environment which is fully equipped with an integrated network of computer systems.
• options in final two semesters allow flexibility in specialization
• you may apply for substantial transfer credits if you wish to pursue the Certified General Accountants program.

EDUCATIONAL PARTNERS

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
- British Columbia Institute of Technology
- Hawaii Pacific University, U.S.A.
- Royal Roads University
- Ryerson University
- University of Calgary
- University of Lethbridge
- Certified General Accountants Association of Ontario

CAREER OUTLOOK

Graduates are prepared for careers in:
• manufacturing organizations
• merchandising organizations
• service organizations
• the public, private and/or non-profit sector of the economy

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 11C, M or U, or 12C or U, or skills assessment or equivalent

CO-OP PLACEMENT REQUIREMENTS

• completion of employment pre-placement
• completion of eight out of 10 courses in semesters 1 and 2
• minimum C grade in COMM-170/171
• GPA of 2.5 or greater

GRADUATION REQUIREMENTS

• minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

Semester 1
ACCT-112 Financial Accounting 1
COMP-106 Microcomputer Applications Software 1
ECON-104 Principles of Microeconomics
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1
Semester 2
ACCT-150 Small Business Software
ACCT-221 Financial Accounting 2
BUSN-225 Quantitative Methods 1
COMP-126 Microcomputer Applications Software 2
COMM-170/171 College Communications 2
Semester 3
ACCT-226 Taxation 1
ACCT-228 Accounting Microcomputer Applications 1
ACCT-255 Intermediate Accounting 1
BUSN-333 Business Communications
GNED-500 Global Citizenship: From Social Analysis to Social Action.
GNED General Education Elective
COOP-221 Employment Pre-placement (2415)
Co-op Work Term (2415)
Semester 4
ACCT-222 Management Accounting 1
ACCT-224 Corporate Finance 1
ACCT-257 Accounting Information Systems
ACCT-265 Intermediate Accounting 2
GNED Elective (GNED127 P. Finance highly recommended)
Co-op Work Term (2415)
Semester 5
ACCT-322 Management Accounting 2
ACCT-331 Auditing 1
ACCT-334 Corporate Finance 2
ACCT-336 Taxation 2
Option 1 Option Course
Co-op Work Term (2415)
Semester 6
ACCT-332 Management Accounting 2
ACCT-358 Accounting Microcomputer Applications 2
BUSN-331 Business Law
JOBS-221 Job Search Skills (2405)
Option 2 Option Course
Option 3 Option Course

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business Administration –
Business Operations Management

Program Code: 2507
2517 (co-op)
Program Length: 3 years/6 semesters (2507)
3 years/9 semesters (2517)
Credential: Ontario College
Advanced Diploma
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

**Program Overview**

The Business Operations Management program will teach you how to run a business effectively and efficiently. The program covers everything from purchasing and inventory management, operations planning, direct supervision and quality assurance. You will acquire the expertise needed to maximize productivity in these and other areas – like enterprise integration – while preparing for a career in virtually any service or goods manufacturing industry.

Hands-on learning is provided through programs that are similar to those undertaken in actual business settings. You will learn how to analyze operations processes in order to identify productivity improvements and how to apply business process re-engineering (BPR) techniques to simplify and streamline organizational processes. Planning and designing quality improvement programs and learning to apply team-approach principles to effectively analyze and recommend solutions to operations problems are also taught. Another important component of this program is learning how to integrate manual and computer-based systems, like Enterprise Resource Planning (ERP) software, as they relate to supply chain management activities.

**CO-OP**

Opportunity also exists for more hands-on experience with the optional co-op component. Academically-qualified students can enhance their education by working three terms as paid employees in their field. This experience not only allows you to put classroom learning into practice, but also provides valuable contacts for future careers.

**GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO**

Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

**BENEFITS**

**CAREER OUTLOOK**

Graduates are prepared for careers as:
- operations analysts
- materials managers
- supply chain managers
- inventory management analyst
- project planners/schedulers

Organizations hiring program graduates include:
- Air Canada
- Toronto Hydro
- Celestica
- Home Depot (Head Office)
- Ford Motor Company

**PROGRAM HIGHLIGHTS**

- common three-semester curriculum for most business programs gives you a good business/industry overview before specialization
- opportunity exists to complete the program in a concentrated two-and-a-half-year format with an option of one-year, paid co-op work experience
- the advanced diploma that is earned is recognized in Canada and abroad, reflecting high standards of learning
- the program is affiliated with major professional associations such as Canadian Association for Production & Inventory Control, Purchasing Management Association of Canada and Institute of Industrial Engineers
- there is a near 100 per cent graduate employment rate
- graduates of the program earn the highest graduating salaries in the School of Business
- graduates obtain Certificate of Recognition in SAP, a leading ERP software

**EDUCATIONAL PARTNERS**

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:
- Purchasing Management Association of Canada, Certified Professional Purchaser (CPP) accreditation
- Royal Roads University, iCommerce degree
- Ryerson University, Bachelor of Commerce degree
- University of Lethbridge, Management degree

**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 11C, M or U, or 12C or U, or skills assessment or equivalent

**CO-OP REQUIREMENTS**

- completion of employment pre-placement
- completion of eight out of 10 courses in semesters 1 and 2
- minimum C grade in COMM-170/171
- a minimum GPA of 2.5

**GRADUATION REQUIREMENTS**

- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

**PROGRAM OUTLINE**

- Semester 1
  - BUSN-110 Strategies for Business Success
  - BUSN-119 Business Fundamentals
  - COMP-106 Microcomputer Applications Software 1
  - MATH-106 Mathematics of Finance
  - COMM-160/161 College Communications 1/(ESL)
- Semester 2
  - ACCT-112 Financial Accounting 1
  - BUSN-129 Business Operations
  - COMP-126 Microcomputer Applications Software 2
  - COMM-170/171 College Communications 2/(ESL)
  - GNED-500 Global Citizenship: From Social Analysis to Social Action
- Semester 3
  - BUSN-210 Career Exploration
  - BUSN-333 Business Communications
  - HRMT-301 Human Resource Management
  - INTL-220 International Business Concepts
  - MKTG-116 Principles of Marketing
  - MGNT-331 Quality Assurance
  - GNED-500 Global Education Elective
  - COOP-221 Employment Pre-placement (2517)
- Co-op Work Term (2517)
- Semester 4
  - ECON-302 Economics for Business & Management
  - OMGT-221 Purchasing and Supply Management
  - OMGT-222 Productivity: Standards and Measures
  - OMGT-226 Materials Management
  - GNED-500 Global Education Elective
- Co-op Work Term (2517)
- Semester 5
  - BUSN-226 Business Analysis
  - OMGT-223 Production Planning
  - OMGT-233 Supply Chain Management
  - OMGT-331 Quality Assurance
  - ELECT Professional Business Option
- Co-op Work Term (2517)
- Semester 6
  - BUSN-350 Business Ethics
  - OMGT-229 Project Management for Business
  - OMGT-333 Integrated Logistics
  - OMGT-334 Service Operations Management
  - ELECT Professional Business Option
  - JOBS-221 Job Search Skills (2507)

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Human Resources Management (HRM) involves developing policies, procedures and programs to ensure that an organization has an adequate number of people with the right knowledge, skills and abilities to achieve its objectives. When HRM is aligned with the strategic goals and objectives of an organization, it becomes a strategic partner in the management of the organization.

Centennial College’s unique approach incorporates current trends in the strategic management of human resources, the affirmation of diversity and human rights and the promotion of positive union/management relations. You will develop expertise in all major areas of human resource management such as human planning, recruitment, selection, orientation, employee training and development, occupational health and safety, compensation and benefits, employee relations, labour relations and human resource management systems.

The program emphasizes the ability to analyze and interpret financial and accounting information for decision-making purposes. Legal issues are covered from a proactive, rather than compliance, perspective. Finally, the use of integrated human resource systems software and computer skills to manage information and support decision-making is taught.

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

EDUCATIONAL PARTNERS
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 educational partners include:
- Athabasca University, Administration degree
- Royal Roads University, Commerce degree
- Ryerson University, Business Management degree
- University of Lethbridge, Management degree

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO
Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

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 11C, M or U, or 12C or U, or skills assessment or equivalent

CO-OP REQUIREMENTS
- completion of employment pre-placement
- completion of eight out of 10 courses in semesters 1 and 2
- minimum C grade in COMM-170/171
- a minimum GPA of 2.5

GRADUATION REQUIREMENTS
- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

PROGRAM OUTLINE

| Semester 1 | BUSN-110 Strategies for Business Success |
| BUSN-119 Business Fundamentals |
| COMP-106 Microcomputer Applications Software 1 |
| MATH-106 Mathematics of Finance |
| COMM-160/161 College Communications 1/(ESL) |
| Semester 2 | ACCT-112 Financial Accounting 1 |
| BUSN-129 Business Operations |
| COMP-126 Microcomputer Applications Software 2 |
| COMM-170/171 College Communications 2/(ESL) |
| GNED-500 Global Citizenship: From Social Analysis to Social Action |
| Semester 3 | BUSN-210 Career Exploration |
| BUSN-333 Business Communications |
| HRMT-301 Human Resource Management |
| INTL-220 International Business Concepts |
| MKTG-116 Principles of Marketing |
| GNED General Education Elective |
| COOP-221 Employment Pre-placement (2719) |
| Co-op Work Term 1 (2719) |
| Semester 4 | BUSN-226 Business Analysis |
| ECON-302 Economics for Business & Management |
| HRMT-302 Recruitment and Selection |
| HRMT-312 Employee Training & Development |
| HRMT-318 Payroll |
| GNED General Education Elective |
| Co-op Work Term 2 (2719) |
| Semester 5 | BUSN-350 Business Ethics |
| HRMT-307 Human Resource Planning |
| HRMT-308 Labour Relations |
| HRMT-309 Human Resource Management Systems |
| HRMT-310 Occupational Health and Safety |
| ELECT Professional Business Option |
| Co-op Work Term 3 (2719) |
| Semester 6 | BUSN-221 Organizational Behaviour |
| HRMT-306 Employment Law |
| HRMT-311 Compensation and Benefits |
| HRMT-317 Managerial Accounting for HRM |
| ELECT Professional Business Option |
| JOBS-221 Job Search Skills (2719) |

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
## Business Administration – International Business

**Program Code:** 2409

**Program Length:** 3 years/6 semesters (2409), 3 years/9 semesters (2419)

**Credential:** Ontario College Advanced Diploma

**Start:** Fall, Winter, Summer

**Campus:** Progress

**416-289-5000 ext. 2280**

**business@centennialcollege.ca**

### Program Overview

Through Centennial College’s Business Administration – International Business program, you will acquire the knowledge necessary to take advantage of the challenges offered in a world trade environment. You will learn all the basics of business and gain specialized expertise in areas such as international trade law, finance, sales and marketing.

The program also offers hands-on experience through its industry project. This component will allow you to work in a team for a small business or major company.

### CO-OP Option

Another way to gain experience in the International Business program is through the co-op option that gives academically-qualified students the opportunity to enhance their education by working three terms as paid employees in the field.

### Benefits

**Career Outlook**

Graduates are prepared for careers as:

- importer/exporters
- customs brokers
- foreign investment analysts
- logistics/transportation managers
- commercial bank officers
- international development officers

Companies hiring graduates include:

- Customs Brokers and Freight Forwarders
- General Electric Canada
- Hakim Optical International
- Heart and Stroke Foundation
- Nike Canada
- Northern Telecom
- TD Canada Trust
- Toyota Corporation

### Program Highlights

- common first-year curriculum gives you a good industry overview before specialization
- the program may be completed in a concentrated two-and-a-half-year format
- the program is affiliated with the Canadian International Freight Forwarders Association, i.e. Canada, and the Forum for International Trade Training
- opportunity to participate in our renowned international study exchange program
- graduates may be eligible for the Certified International Trade Professional (CITP) designation in accordance with the process prescribed by the Forum for International Trade Training (FITT)

### Educational Partners

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, administration degree
- Royal Roads University, commerce degree
- Ryerson University, Bachelor of Commerce degree
- University of Lethbridge, management degree

### Global Citizenship and Equity Portfolio

Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

### 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 11C, M or U, or 12C or U, or skills assessment or equivalent

### Co-op Requirements

- completion of employment pre-placement
- completion of eight out of 10 courses in semesters 1 and 2
  - a minimum C grade in COMM-170/171
  - a minimum GPA of 2.5

### Graduation Requirements

- minimum C grade average is required for graduation with an overall minimum GPA of 2.0

### Program Outline

**Semester 1**

- BUSN-110 Strategies for Business Success
- BUSN-119 Business Fundamentals
- COMP-106 Microcomputer Applications Software 1
- MATH-106 Mathematics of Finance
- COMM-160/161 College Communications I (ESL)

**Semester 2**

- ACCT-112 Financial Accounting 1
- BUSN-129 Business Operations
- COMP-126 Microcomputer Applications Software 2
- COMM-170/171 College Communications 2 (ESL)
- GNED-500 Global Citizenship: From Social Analysis to Social Action

**Co-op Work Term 1** (2419)

**Semester 3**

- BUSN-210 Careers Exploration
- BUSN-333 Business Communications
- HREM-301 Human Resource Management
- INTL-220 International Business Concepts
- MKTG-116 Principles of Marketing
- GNED General Education Elective
- COOP-221 Employment Pre-placement (2419)

**Co-op Work Term 2** (2419)

**Semester 4**

- BUSN-226 Business Analysis
- INTL-221 Customs Procedures
- INTL-222 Traffic and Transportation
- INTL-337 Importing & Exporting
- GNED General Education Elective
- ELECT Professional Business Option

**Co-op Work Term 3** (2419)

**Semester 5**

- ECON-302 Economics for Business & Management
- INTL-311 Foreign Trade Documentation
- LANGUAGE English/Spanish/Mandarin/Other
- MKTG-332 International Marketing
- OMGT-229 Project Management for Business
- ELECT Professional Business Option

**Co-op Work Term 4** (2419)

**Semester 6**

- BUSN-350 Business Ethics
- INTL-303 International Banking and Trade Finance
- INTL-334 International Trade Law
- INTL-336 International Mgmt: Negotiation & Strategy
- SMAL-331 Developing a Business Plan
- JOBS-221 Job Search Skills (2409)

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.
Business Administration – Marketing

Program Code: 2403
2413 (co-op)
Program Length: 3 years/9 semesters
Credential: Ontario College Advanced Diploma
Start: Fall, Winter, Summer
Campus: Progress
416-289-5000 ext. 2280
business@centennialcollege.ca

Program Overview

Marketers manage the many links between an organization and its customers. Marketers analyze consumer needs, develop products and services to meet those needs, anticipate competitors’ actions and react swiftly to shifts in the environment. They also develop pricing and communications strategies, interact with suppliers, customers and the public – all while looking out for their clients’ best interests.

Centennial’s three-year Marketing program offers broad-based training in business. It also offers specific training in marketing, including marketing research, marketing communications (which includes advertising and promotion), interactive marketing (which includes direct marketing, e-marketing and customer relationship management) and brand planning.

You will benefit from a dynamic and interactive environment facilitated by experienced faculty members who encourage learning through case studies, guest lectures, presentations, projects, and computer simulations and technologies. Centennial offers practical experience through its industry project component. You will work in a team on a project that is sponsored by an entrepreneurial endeavour, small business or major company.

CO-OP

Our co-op program option provides you with yet another way to gain practical experience. If you meet a specific academic standard, you may enhance your education by working for three terms as a paid employee in the marketing field. This experience will allow you to put your classroom learning into practice and provides you with valuable contacts for your future career.

GLOBAL CITIZENSHIP AND EQUITY PORTFOLIO

Students in this program will develop a portfolio documenting their engagement with the College’s signature global citizenship and equity competencies. For more information on Global Citizenship and Equity, the GC&E Portfolio, and the supports available to you, please see page i.

BENEFITS

Centennial is a proud sponsor of selected marketing students in national and province-wide academic competitions, including the Ontario Colleges’ Marketing Competition.

CAREER OUTLOOK

Graduates are prepared to work in many industries, including: financial services, electronics, food and beverage, technology, and not-for-profit sectors.

Graduates work as:

- direct and e-marketing coordinators
- sales and promotion coordinators
- marketing research analysts
- customer relationship managers
- assistant product managers
- sales representatives

Companies hiring graduates include:

- Merrill Lynch
- Source Medical
- Bell Canada
- General Motors
- Minolta Business Equipment
- Citizen Watch

PROGRAM HIGHLIGHTS

- a common curriculum for the first three semesters in most of Centennial’s business programs provides you with the opportunity to obtain an overview of business prior to specializing in a specific area
- you may complete the program in a concentrated format
- you may obtain student membership privileges in the Canadian Marketing Association

EDUCATIONAL PARTNERS

Qualified graduates may be eligible to participate in articulated programs with selected universities, institutes and professional associations. These partnerships allow students to apply credits earned at Centennial College towards further study at other institutions.

Our partners are:

- Athabasca University, Professional Arts degree (Communications)
- Royal Roads University, Commerce degree
- Ryerson University, Bachelor of Commerce
- University of Guelph, Commerce degree
- University of Lethbridge, Management degree.

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 11C, M or U, or 12C or U, or skills assessment or equivalent

CO-OP REQUIREMENTS

- completion of employment pre-placement
- completion of eight out of 10 courses in semesters 1 and 2
- a minimum C grade in COMM-170/171.
- a minimum GPA of 2.5

GRADUATION REQUIREMENTS

- minimum C grade average is required for graduation – Overall minimum GPA of 2.0

PROGRAM OUTLINE

Semester 1
BUSB-110 Strategies for Business Success
BUSB-119 Business Fundamentals
COMP-106 Microcomputer Applications Software 1
MATH-106 Mathematics of Finance
COMM-160/161 College Communications 1/(ESL)
Semester 2
ACCT-112 Financial Accounting 1
BUSB-129 Business Operations
COMP-126 Microcomputer Applications Software 2
COMM-170/171 College Communications 2/(ESL)
GNED-500 Global Citizenship: From Social Analysis to Social Action
Semester 3
BUSB-210 Career Exploration
BUSB-333 Business Communications
HRMT-301 Human Resource Management
INTL-220 International Business Concepts
MKTG-116 Principles of Marketing
GNED General Education Elective
COOP-221 Employment Pre-placement (2413)
Co-op Work Term 1 (2413)
Semester 4
BUSB-226 Business Analysis
MKTG-221 Practical Applications in Marketing
MKTG-223 Professional Selling
MKTG-331 Marketing Communications
GNED General Education Elective
Co-op Work Term 2 (2413)
Semester 5
ECON-302 Economics for Business & Management
MKTG-224 Marketing Research
MKTG-228 Brand Planning
MKTG-229 Interactive Marketing
ELECT Professional Business Option
Co-op Work Term 3 (2413)
Semester 6
BUSB-311 Industry Project
BUSB-350 Business Ethics
MKTG-301 B2B Marketing & Channel Management
MKTG-340 Strategic Marketing Planning
ELECT Professional Business Option
JOBS-221 Job Search Skills (2403)

Note: Students will be placed in the appropriate English and math levels based on skills assessment results. This may lead to additional courses and require extra time and fees.