



# Study in Canada.

# Overview

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# Toronto, Canada



**95%**  
of international students  
recommend Canada as a study  
destination



**51%**  
of international students  
plan to apply for permanent  
residence in Canada

- Canada is a choice destination for talented people from around the world for studying, conducting research and potentially migrating.
- Canada has many natural strengths such as strong economic foundation, safe environment and an ever-growing multi-cultural population.
- Toronto is Canada's financial and business capital. Rated as one of the top four global cities with economic clout and has the strongest job growth in Canada.
- Toronto is consistently ranked as one of the world's most livable cities and is home to a diverse population of around 2.8 million people with the third largest percentage of immigrants in one city.
- The city is extremely multicultural, creating a diverse environment and leading to a wide variety of arts, culture, and sporting events.

**Source:**

<https://www.livingin-canada.com/living-in-toronto.html>

<https://www1.toronto.ca/wps/portal/contentonly?vgnextoid=41e067b42d853410VgnVCM10000071d60f89RCRD&vgnextchannel=57a12cc817453410VgnVCM10000071d60f89RCRD>

# About TSoM

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Toronto School of Management is a **private career college** offering a broad range of industry-relevant programs in business, hospitality and tourism, data analytics, digital marketing, cybersecurity and accounting.

Our mandate is to provide a comprehensive and balanced mix of programs and services that support the success of our students in work and life.

Our vibrant Toronto campus is situated in the heart of downtown Toronto, Canada's business and culture hub.



# Why study with TSoM?



- Our location is unbeatable! We are situated in **downtown Toronto**, with easy access to transport and businesses.
- Many of our programs are powered by renowned **Industry Learning Partners** such as Amazon Web Services, Tableau, Oracle Hospitality, QuickBooks, CompTIA, Digital Marketing Institute and Trailhead (Salesforce) – giving our students a competitive edge.
- We provide **guaranteed co-op placement** in a field related to the program of study
- We have a strong network of **100+ Co-op partners**
- We have a diverse student body from **80 countries**
- **Our faculty** is qualified with industry experience



# Our Campus

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We have a five-storey building and a lower level located in the downtown Toronto with 35,000 sq. ft. of space. There are 23 classrooms, an auditorium and three computer labs. Majority of the classrooms are on floors three, four and five. The first floor has a student lounge, a student-run TSoM Café, a kitchen and classrooms.

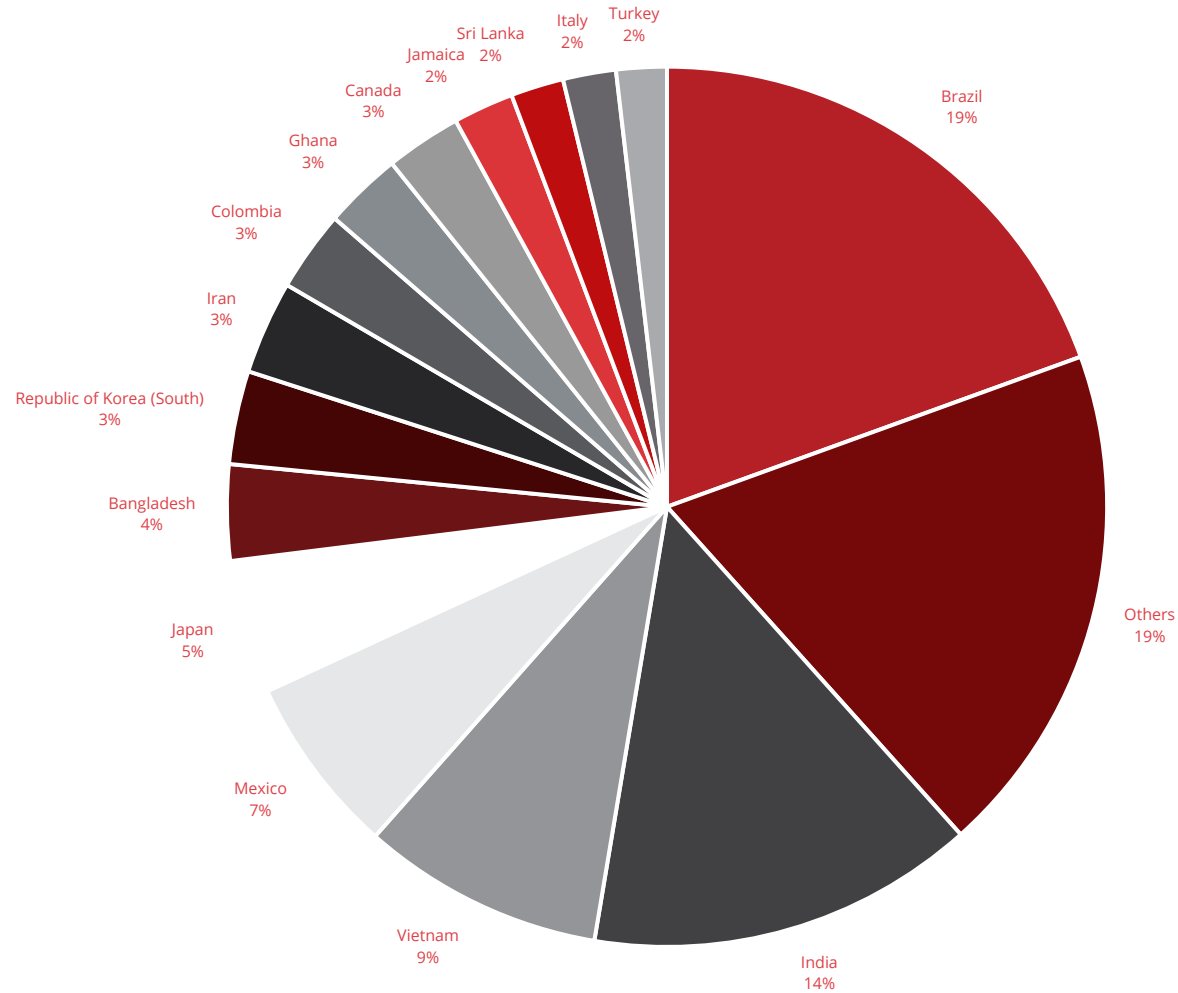


# Accreditations, Memberships and Designations

- TSoM is a private career college operating in Ontario and all our programs are approved by the Ministry of Advanced Education and Skills Development.
- TSoM is a Designated Learning Institution (DLI). As per Immigration and Refugee Protection Regulations (IRPR), the issuance of study permits is limited to applicants who have been accepted to undertake a program of study at an educational institution that is designated. TSoM DLI is O131394510557
- We are also an ACCA ALP Gold Provider and a licensed Computer Based Examination Centre for ACCA Global body
- Member of the Career Colleges Ontario (CCO)
- Member of National Association of Career Colleges (NACC)



# Student Diversity – 80 countries



## Others

- |                              |                         |
|------------------------------|-------------------------|
| Albania                      | Morocco                 |
| Algeria                      | Myanmar                 |
| Argentina                    | Nepal                   |
| Austria                      | Netherlands             |
| Azerbaijan                   | Nicaragua               |
| Bahamas                      | Nigeria                 |
| Bahrain                      | Northern Ireland        |
| Barbados                     | Oman                    |
| Belgium                      | Pakistan                |
| Bhutan                       | Panama                  |
| British Overseas Territories | Peru                    |
| Cameroon                     | Philippines             |
| Chile                        | Portugal                |
| China                        | Republic of South Sudan |
| Cuba                         | Russian Federation      |
| Czech Republic               | Rwanda                  |
| Ecuador                      | Saint Lucia             |
| Egypt                        | Saudi Arabia            |
| France                       | Senegal                 |
| Gambia                       | Sierra Leone            |
| Guatemala                    | Somalia                 |
| Guyana                       | Sudan                   |
| Iraq                         | Syria                   |
| Israel                       | Taiwan                  |
| Jordan                       | Tanzania                |
| Kazakhstan                   | Thailand                |
| Kenya                        | Trinidad and Tobago     |
| Kosovo                       | Tunisia                 |
| Lebanon                      | Uganda                  |
| Lithuania                    | Ukraine                 |
| Malawi                       | United Kingdom          |
| Malaysia                     | United States           |
| Mauritius                    | Venezuela               |
| Mongolia                     | Zambia                  |
|                              | Zimbabwe                |



# Career Services



## Career Support

Career Development Workshops  
Resume writing, mock interviews, LinkedIn Professional  
Photos

**Program  
Starts**



Support  
through job  
application  
process

Networking  
events, Guest  
speakers

TSoM  
Career Fair



**Guaranteed  
Co-op  
Placement**

Jobs are posted on Canvas (MyTSoM portal).

Career tips are available in  
Students of TSoM Facebook page

# Some of our Key Co-op Partners



# Our Co-op students

## Companies include:

23e2 Business Services Inc  
Admission Hub  
After Breast Cancer  
Alamos Gold Inc  
Avantune  
BTNX  
Carlingview Hotel  
Fairmont Royal York Hotel  
First Choice Canada  
Four Points Sheraton Toronto Airport  
Four Seasons Hotel  
Greyline/Greyhound  
GroupM  
Harry Rosen  
Indeed  
iRestify  
ISX Canada  
Remax Realty Inc  
Lime Education  
Second Cup  
Starbucks  
Tim Hortons  
Woori Education  
Worsof Law Firm  
You Can Learn Global Education  
Zara



## Job Titles include:

### Business Programs

Accounting Assistant  
Administrator  
Assistant Manager  
Assistant Store Manager  
Bookkeeper  
Business Development Coordinator  
Business Intern  
Cleaning Manager  
Client Success Specialist  
Customer Service Representative  
Digital Marketing Assistant  
Finance Assistant  
Guest Relations Officer  
HR Intern  
Information Services Assistant  
Inventory Assistant  
IT Project Analyst  
Legal Assistant  
Marketing Executive  
Office Coordinator  
Operations Assistant  
Recruitment Supervisor  
Sales Associate  
Social Media Coordinator/Content Creator  
Store Manager  
Supervisor  
Training Manager

### H&T Programs

Barista  
Business & Marketing Analyst  
Captain  
Cashier  
Customer Service Representative  
Front Desk Officer  
General Manager  
Guest Relations Officer  
Housekeeper  
Imaging Specialist  
Manager  
Marketing Assistant  
Pastry Chef  
Room Inspector  
Sales Associate  
Server  
Superintendent

# Some of our Language School Partners





# *Our* **Programs**

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# TSoM Programs

## Business

- Diploma in Business Administration Co-op (non Co-op option is also available)
- Diploma in Business Management Co-op
- Diploma in Digital Marketing Specialist Co-op
- Certificate in Essentials Business Co-op

## Hospitality & Tourism

- Diploma in Hospitality & Tourism Management Co-op
- Diploma in Fundamentals of Hospitality & Tourism Co-op
- Advanced Diploma in Hospitality & Tourism Management Co-op (non Co-op option is also available)
- Certificate in Customer Service Excellence Co-op

## Big Data

- Diploma in Data Analytics Co-op

## IT

- Diploma in Cybersecurity Specialist Co-op

## Accounting

- Preparatory Course for ACCA Examination



# *Business* **Programs**

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# Diploma in Business Administration Co-op

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One-year program including mandatory Co-op for students who want a successful career in business administration. Graduates can seek roles in a variety of different fields, including marketing, finance, human resources and management.

## **Program Length: 66 weeks**

24 weeks in-class + 24 weeks Co-op  
+18 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime or Evening

## **Fees:**

\$12,495

## **Scholarship:**

\$3,495

## **Fees after Scholarship:**

\$9,000

## **Powered by Industry Partner:**

QuickBooks is an accounting software package developed and marketed by Intuit. QuickBooks products are geared towards businesses of all sizes and offer on-premises accounting applications as well as cloud-based versions that accept business payments, manage and pay bills, and payroll functions. **Students will learn how to use QuickBooks software for various bookkeeping purposes.**



All prices are in CAD dollars



Diploma in  
Business Administration  
Co-op

# Schedule & Modules

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Students must successfully complete all **9 modules** including the mandatory co-op to be awarded the TSoM Diploma in Business Administration Co-op.

## Modules:

1. Fundamentals of Business Communications
2. Principles of Accounting
3. Business Environment
4. Managing Financial Resources
5. Organizational Behavior
6. Marketing Principles
7. Business Decision Making
8. Research Project
9. Work Placement

Diploma in  
Business Administration  
Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can expect career opportunities under NOC 1221 which includes positions such as:**

- Administration Officer
- Financial Assistance Officer
- Coordinator
- Sales Associate
- Customer Service Representative
- Financial Services Representative



# Diploma in Business Management Co-op

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This is a two-year program with a mandatory Co-op for students who want to pursue a business management career. This qualification will prepare students for roles in a range of fields, including marketing, finance, human resources and management.

## **Program Length: 109 weeks**

48 weeks + 24 weeks Co-op  
+ 37 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime or Evening

## **Fees:**

\$20,000

## **Scholarship:**

\$5,500

## **Fees after Scholarship:**

\$14,500

## **Non Co-op:**

Total duration 76 weeks  
\$11,500

## **Powered by Industry Partner:**

QuickBooks is an accounting software package developed and marketed by Intuit. QuickBooks products are geared towards businesses of all sizes and offer on-premises accounting applications as well as cloud-based versions that accept business payments, manage and pay bills, and payroll functions. **Students will learn how to use QuickBooks software for various bookkeeping purposes.**



All prices are in CAD dollars

## Diploma in Business Management Co-op

# Schedule & Modules



Students must successfully complete all **17 modules** including the mandatory co-op to be awarded the TSoM Diploma in Business Management Co-op.

### Modules:

1. Fundamentals of Business Communications
2. Principles of Accounting
3. Business Environment
4. Managing Financial Resources
5. Organizational Behavior
6. Marketing Principles
7. Business Decision Making
8. Research Project
9. Financial Accounting and Reporting
10. Personal and Professional Development
11. Human Resources Management
12. Project Management
13. Information Management
14. Operations Management in Business
15. Business Work Experience
16. Business Ethics
17. Work Placement



## Diploma in Business Management Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can consider career opportunities under NOC 1221 which includes positions such as:**

- Marketing and Sales Manager
- Project Coordinator
- Human Resources Manager
- Retail Manager
- Business Manager
- Account Manager
- Office Manager



# Diploma in Digital Marketing Specialist Co-op

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This program focuses on marketing, advertising, campaign management through the PPC marketing model, social network and research to build the correct marketing strategy.

## **Program Length: 51 weeks**

24 weeks in-class + 12 weeks Co-op  
+ 15 weeks scheduled breaks.

## **Start Dates:**

January, May, September

## **Class Times:**

Daytime

## **Fees:**

\$14,495

## **Scholarship:**

\$2,500

## **Additional Promotion:**

\$1,500

## **Final Fees:**

\$10,495

## **Microcredential**

The Digital Marketing Institute (DMI) is the global certification standard in digital marketing education. DMI works with global digital experts like Google, Facebook, Coca-Cola, Microsoft, IBM and LinkedIn to define the skills and qualifications required by today's digital marketing professionals. **Upon completion of the program, students will receive a Digital Marketing Associate certificate from DMI.**



All prices are in CAD dollars

Diploma in  
Digital Marketing Specialist  
Co-op

# Schedule & Modules



Students must successfully complete **9 modules** including mandatory co-op to be awarded the TSoM Diploma in Digital Marketing Specialist Co-op.

## Modules:

1. Introduction to Marketing and Branding
2. Google SEO
3. Website Building and Design for Marketers
4. Google Analytics (preparation for Google Analytics Certification)
5. Managing Social Media Sponsored Campaigns (preparation for Facebook Blueprint Certification)
6. Pay Per Click Marketing with Google Ads (preparation for Google Ads Certification)
7. Campaign Management and Compliance
8. Copywriting
9. Work Placement

Diploma in  
Digital Marketing Specialist  
Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can consider career opportunities under NOC 1123 which include positions such as:**

- Communications Officer
- Digital Marketing Specialist
- Social Media Coordinator
- Content Creator/Writer





# Certificate in Business Essentials Co-op

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This is a 31-week program with a mandatory Co-op for students with the skills to aim for an entry level qualification in the field of Business.

## **Program Length: 31 weeks**

12 weeks in-class + 12 weeks Co-op  
+ 7 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime

## **Fees:**

\$10,000

## **Scholarship:**

\$2,500

## **Additional Promotion:**

\$2,505

## **Final Fees:**

\$4,995



All prices are in CAD dollars

Certificate in  
Business Essentials  
Co-op

# Schedule & Modules

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Students must successfully complete **5 modules** including mandatory co-op to be awarded the TSoM Certificate in Business Essentials Co-op.

## Modules:

1. Fundamentals of Business Communications
2. Managing Financial Resources
3. Organizational Behavior
4. Marketing Principles
5. Work Placement

Certificate in  
Business Essentials  
Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this certificate can consider career opportunities under NOC 1411 which includes positions such as:**

- Senior Secretary
- Office Administrator
- Sales Associate
- Property Administrator
- Cash Management Associate
- Records Officer
- Scheduling Assistant
- Junior Planner
- Junior Executive Assistant
- Customer Service Representative
- Financial Services Representative



# *Hospitality & Tourism* **Programs**

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# Diploma in Hospitality and Tourism Management Co-op

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This is a one-year course including a mandatory Co-op for students who want skills to begin and succeed in a career in hospitality and tourism. This program focuses on the most up-to-date developments in the hospitality industry.

## **Program Length: 66 weeks**

24 weeks in-class + 24 weeks Co-op  
+18 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime

## **Fees:**

\$12,495

## **Scholarship:**

\$3,495

## **Fees after Scholarship:**

\$9,000

## **Powered by Industry Partner:**

Oracle Hospitality and OPERA Property Management Cloud Services are a cloud-based, mobile-enabled platform for next-generation hotel property management. **Students will learn how to use the property management system as if they would have been working in the hotel.**



All prices are in CAD dollars



Diploma in  
Hospitality and  
Tourism Management  
Co-op

# Schedule & Modules



Students must successfully complete all **9 modules** including the mandatory co-op to be awarded the TSoM Diploma in Business Management Co-op.

## Modules:

1. Hospitality Career Readiness
2. Introduction to Hospitality and Tourism
3. Front Office Operations
4. Food and Beverage Operations
5. Food Sanitation, Safety and Health
6. Hospitality Accounting
7. Customer Service
8. Organizational Behavior in Hospitality Industry
9. Work Placement

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can expect career opportunities under NOC 0631, NOC 6521 and NOC 6525. Such positions could include:**

- Guest Service Agent
- Restaurant Assistant Manager
- Food Service Officer
- Visitor Information Counsellor
- Conference Planner Assistant
- Booking and Reservations Officer
- Sales Assistant
- Travel Guide
- Resort Worker



# Diploma in Fundamentals of Hospitality and Tourism Co-op

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Two-year program with a mandatory Co-op for students with the skills to aim for an entry level qualification in the field of hospitality and tourism management.

## **Program Length: 94 weeks**

42 weeks in-class+ 30 weeks Co-op  
+ 22 weeks Scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime or Evening

## **Fees:**

\$12,495

## **Scholarship:**

\$2,495

## **Fees after Scholarship:**

\$1,000

## **Final Fees:**

\$9,000\*

## **Gain 5 extra certificates included in the program:**

1. Worker Health and Safety | Awareness Certificate
2. Workplace Hazardous Materials Information System (WHMIS)
3. Food Handlers Certificate
4. Smart Serve Certificate
5. First Aid Certificate

\*Excludes \$500 CAD book fee and International Student Admin Fee \$500 CAD)

**All prices are in CAD dollars**

Diploma in  
Fundamentals of  
Hospitality and Tourism  
Co-op

# Schedule & Modules



Students must successfully complete all **9 modules** including mandatory co-op to be awarded the TSoM Diploma in Fundamentals of Hospitality and Tourism Co-op.

## Modules:

1. Introduction to Hospitality and Tourism
2. Food and Safety Management
3. Academic & Professional Enhancement Skills in Hospitality and Tourism
4. Introduction to Customer Service
5. Accounting Fundamentals for Hospitality and Tourism
6. Introduction to Marketing in Hospitality and Tourism
7. Job Search Preparation and Post Placement Study
8. Work Placement

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can consider career opportunities under NOC 6525 which includes positions such as:**

- Guest Service Agent
- Reservation Clerk
- Server
- Barista
- Travel Counsellor
- Front Desk Agent
- Customer Service Representative
- Corporate Travel Consultant – Trainee
- Jr. Tour Guide
- Visitors Centre Officer





# Advanced Diploma in Hospitality and Tourism Management Co-op

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The two-year course with a mandatory Co-op for students who want to pursue a management position within the hospitality and tourism industry.

## **Program Length: 109 weeks**

48 weeks + 24 weeks Co-op  
+ 37 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime

## **Fees:**

\$20,000 (including Co-op \$1,000)

## **Scholarship:**

\$5,500

## **Fees after Scholarship:**

\$14,500

## **Non Co-op:**

Total duration 78 weeks  
\$11,500

## **Powered by Industry Partner:**

Oracle Hospitality and OPERA Property Management Cloud Services are a cloud-based, mobile-enabled platform for next-generation hotel property management. **Students will learn how to use the property management system as if they would have been working in the hotel.**



All prices are in CAD dollars

## Advanced Diploma in Hospitality and Tourism Management Co-op

# Schedule & Modules



Students must successfully complete all **17 modules** including mandatory co-op to be awarded the TSoM Advanced Diploma in Hospitality and Tourism Management Co-op.

### Modules:

1. Hospitality Career Readiness
2. Introduction to Hospitality and Tourism
3. Front Office Operations
4. Food and Beverage Operations
5. Food Sanitation, Safety and Health
6. Hospitality Accounting
7. Customer Service
8. Organizational Behavior in Hospitality Industry
9. Facilities and Operations Management
10. Food and Beverage Management
11. Human Resource Management
12. Meetings, Incentives, Conferences and Events
13. Marketing in Hospitality and Tourism
14. Issues in Hospitality and Tourism Industry
15. Resort Management
16. Niche and Specialty Tourism
17. Work Placement

**Note:** Work Placement for Co-op students only

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates from this diploma can consider career opportunities under NOC 6525 which includes positions such as:**

- Front Desk Manager
- Guest Service Manager
- Restaurant Manager
- Food Service Manager
- Travel Manager
- Visitor Information Manager
- Catering Manager
- Event and Meeting Manager
- Sales Manager



# Certificate in Customer Service Excellence Co-op

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The Certificate in Customer Service Excellence Co-op is a short program with a mandatory Co-op for students with the skills to aim for an entry level qualification in the field of Business.

## **Program Length: 31 weeks**

12 weeks in-class + 12 weeks Co-op  
+ 7 weeks scheduled breaks.

## **Start Dates:**

January, March, May, July,  
September, November

## **Class Times:**

Daytime

## **Fees:**

\$10,000

## **Scholarship:**

\$2,500

## **Additional Promotion:**

\$2,505

## **Final Fees:**

\$4,995

## **Powered by Industry Partner:**

Oracle Hospitality and OPERA Property Management Cloud Services are a cloud-based, mobile-enabled platform for next-generation hotel property management. **Students will learn how to use the property management system as if they would have been working in the hotel.**



All prices are in CAD dollars

Certificate in  
Customer Service Excellence  
Co-op

# Schedule & Modules

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## Modules:

1. Hospitality Career Readiness
2. Customer Service
3. Front Office Operations
4. Food and Beverage Operations
5. Work Placement

Students must successfully complete **5 modules** including mandatory co-op to be awarded the TSoM Certificate in Customer Service Excellence Co-op



Certificate in  
Customer Service Excellence  
Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this certificate can consider career opportunities under NOC 6513, NOC 6525 and NOC 6552. Such positions can include:**

- Concierge
- Registration Agent
- Servers
- Sales Representative
- Tour Guide
- Travel Agent
- Visitor Information Counsellor



# *Big Data* **Programs**

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# Diploma in Data Analytics Co-op

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The Diploma in Data Analytics Co-op is a one-year course with a mandatory Co-op for students with the skills to aim for an entry level qualification in the field of data science.

## **Program Length: 52 weeks**

24 weeks in-class + 12 weeks Co-op  
+ 16 weeks scheduled breaks.

## **Start Dates:**

January, May, September

## **Class Times:**

Daytime

## **Fees:**

\$12,495

## **Scholarship:**

\$1,495

## **Fees after Scholarship:**

\$11,000

## **Microcredentials**

**Tableau** is an interactive data visualization software that helps people transform data into actionable insights. Our students will learn how Tableau can be used to create visual representation of data from various sources.



**Amazon Web Services (AWS)** is a subsidiary of Amazon that provides on-demand cloud computing platforms and APIs to individuals, companies, and governments. Our students will receive access to AWS where they will be able to test various tools within the platform.



All prices are in CAD dollars

# Schedule & Modules

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Students must successfully complete **5 modules** including mandatory Co-op to be awarded the TSoM Diploma in Data Analytics Specialist Co-op.

## Modules:

1. Data Design
2. Data Handling and Decision Making
3. Working with data using SAS and SQL
4. Data Visualization and Interpretation
5. Work Placement

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can consider career opportunities under NOC 2172 which includes positions such as:**

- Data Analyst
- Database Analyst
- Data Mining Analyst
- Data Warehouse Analyst





# *Information Technology* **Programs**

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# Diploma in Cybersecurity Specialist Co-op

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The Diploma in Data Analytics Co-op is a one-year course with a mandatory Co-op for students with the skills to aim for an entry level qualification in the field of data science.

## **Program Length: 51 weeks**

24 weeks in-class + 12 weeks Co-op  
+ 15 weeks scheduled breaks.

## **Start Dates:**

January, May, September

## **Class Times:**

Daytime

## **Fees:**

\$14,495

## **Scholarship:**

\$2,500

## **Additional Promotion:**

\$500

## **Final Fees:**

\$11,495

## **Microcredentials**

The Computing Technology Industry Association (CompTIA), is a non-profit trade association, issuing professional certifications for the information technology (IT) industry. It is one of the IT industry's top trade associations. Our students will build a solid foundation towards the Security+ Certification.



All prices are in CAD dollars

## Diploma in Cybersecurity Specialist Co-op

# Schedule & Modules



Students must successfully complete **9 modules** including mandatory Co-op to be awarded the TSoM Diploma in Cybersecurity Specialist Co-op.

### Modules:

1. Introduction to Cybersecurity
2. Computer Networks
3. Communications, Operating Systems and Data Management
4. Programming Languages for Cybersecurity
5. Concepts and Practical Implication of Encryption
6. Information Security in the Cyber World
7. Penetration Testing
8. Hackathon
9. Work Placement

## Diploma in Cybersecurity Specialist Co-op

# Estimated Earnings during Studies & Break / Career Opportunities

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**Graduates of this diploma can consider career opportunities under NOC 2171 which includes positions such as:**

- Informatics Security Analyst
- Systems Security Analyst
- Security Administrator
- Security Software Developer
- Cryptographer



# *Accounting* **Programs**

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# Preparatory Course for ACCA Examination

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- TSoM provides a Preparatory Course for the ACCA examination.
- While we monitor student's progress throughout their studies, the actual ACCA exams which needs to be passed in order to become an ACCA-qualified accountant are administered externally and independently by ACCA global body.
- The requirement for ACCA membership are determined and monitored solely by ACCA global body. Students acknowledges to pay all the cost related to the registration, subscriptions, exams and membership directly to the ACCA global body. Please visit the provided link below for details on Fees and Charges.
- TSoM is an ALP Gold Learning Partner.
- TSoM is licensed computer-based examination (CBE) centre for ACCA global body. Students have the option to take on demand CBE for papers:
  - CBE for papers:
  - AB Accountant in Business
  - MA Management Accounting
  - FA Financial Accounting
  - LW Corporate and Business Law

**ACCA Source:**

<http://www.accaglobal.com/uk/en/student/getting-started.html>

<http://www.accaglobal.com/us/en/qualifications/accountancy-career/fees/fees-charges.html?countrycode=Canada>



# ACCA Qualification

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ACCA stands for the Association of Chartered Certified Accountants, ACCA is the global body for professional accountants, a leading international accountancy body. The qualification is divided into two levels – Fundamentals and Professional.

## Fundamentals Level

The Fundamentals papers are divided into two modules:

### Applied Knowledge

- AB Accountant in Business
- MA Management Accounting
- FA Financial Accounting

### Applied Skills

- LW Corporate and Business Law
- PM Performance Management
- TX Taxation
- FR Financial Reporting
- AA Audit & Assurance
- FM Financial Management

## Professional Level

The Professional level is divided into two modules;

You must complete all Essentials exams and choose two of the Options.

### Strategic Professional - Essentials

- SBL Strategic Business Leader
- SBR Strategic Business Reporting

### Strategic Professional – Options (two to be completed)

- AFM Advanced Financial Management (Not offered by TSoM)
- APM Advanced Performance Management
- ATX Advanced Taxation (Not offered by TSoM)
- AAA Advanced Audit & Assurance

Preparatory  
Course for  
ACCA Examination

# Course Structure

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<b>Program length and hours</b>	Total 13 papers are delivered over 924 academic hours and over 55 academic weeks (equates to 5 semesters and approx. two and a half years).
<b>Academic hours per paper:</b>	66 academic hours
<b>Number of weeks of study per year:</b>	Approx. 22 Weeks (Based on two semesters per year and 3 papers per semester)
<b>Number of weeks per paper:</b>	11 weeks of in-class academic instruction and one week of mock exams
<b>Start dates:</b>	March & September
<b>Tuition:</b>	For 13 Papers \$14,850 (Cost per paper is \$1,061 except for SBL which is \$2,122)
<b>Scholarship:</b>	\$2,800 (\$200 per paper SBL Strategic Business Leader paper which is \$400)
<b>Tuition after scholarship:</b>	\$12,050

# Advance Standing

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- Students can enroll in less than 13 papers if they obtain advanced standing into the program.
- Students who have any exemptions from ACCA papers needs to provide evidence from ACCA global body to show that exemptions claimed have been granted.
- Based on this evidence, students may obtain advanced standing into the program, which will exempt students from having to enroll in papers for which ACCA global body has provided them exemptions.
- If the student enroll in less than 13 papers because they obtained advanced standing into the program, then the program can be completed in less than 924 academic hours based on the numbers of papers to be completed.



## Free Re-Sit

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In the event of failure in any of the ACCA global body exam paper, students will be able to attend a free re-sit of the failed paper of the preparatory course of ACCA at the next available sitting at no extra cost.

For students to be eligible for Free ACCA Paper Re-sit (i.e. an entitlement to a free re-sit course for the next semester), students must:

- Attend over 80% of all classes; and
- Achieve 50% or more in the mid term and mock exam conducted by TSoM; and
- Complete and submit all class assignment

Students must comply with the above requirements to be eligible to take advantage of Free ACCA Paper Re-Sit.



# *Admission Requirements* **and Process**

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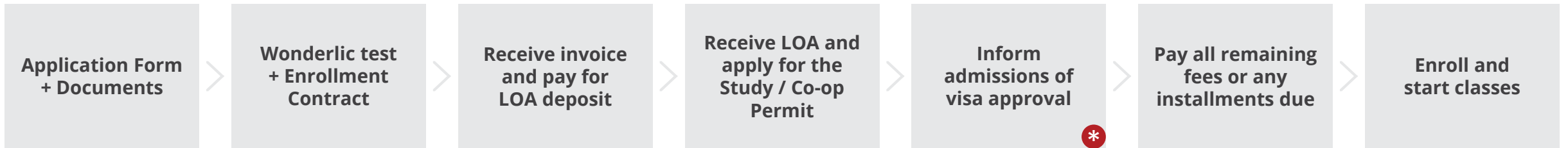
# Admission Requirements

- Registration with the ACCA global body
- Age 18 or older
- Ontario Secondary School Diploma or Equivalent \* or Mature student \*\*  
\*A transcript, diploma or certificate from another country are considered equivalent to an Ontario high school diploma if assessed at an Ontario OSSD level by a recognized assessment service.  
\*\* Mature students
- Registration with the ACCA global body (for Preparatory Course for ACCA Examination only)
- Age 18 or older






# Application Process



\* Passport Proof of English ACCA Registration (ACCA only)

# Application Form



**TORONTO**  
SCHOOL OF MANAGEMENT

Toronto School of Management  
**APPLICATION FORM**

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### STUDENT INFORMATION

Gender:  Male  Female  X

First Name: \_\_\_\_\_  
(As appears on passport)

Middle Name: \_\_\_\_\_  
(As appears on passport)

Last Name: \_\_\_\_\_  
(As appears on passport)

Date of Birth (DD/MM/YYYY): \_\_\_\_\_

Permanent Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Nationality: \_\_\_\_\_

Country of Application Submission: \_\_\_\_\_

Status in Canada:  Domestic  International

Mother Tongue: \_\_\_\_\_

Do you have a disability or medical condition that TSoM should be aware of?  Yes  No

If yes please explain \_\_\_\_\_

Do you wish to purchase medical insurance through TSoM\*?  Yes  No

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

\*It is mandatory for you as an TSoM student to have medical insurance coverage for the first six months of your studies. You may purchase health insurance with a private provider or with TSoM.

### AGENCY INFORMATION (If applicable)

Agency Name: \_\_\_\_\_

Agency Email: \_\_\_\_\_

### PROGRAM AND CLASS DETAILS

Program Name: \_\_\_\_\_

Daytime\*  Evening\*

Intake: \_\_\_\_\_

Are you also applying for a Pathway program?  
 Yes  No

If yes please specify \_\_\_\_\_  
(\*Upon availability)

### EDUCATIONAL BACKGROUND

Educational Institution Name: \_\_\_\_\_

Qualification Earned: \_\_\_\_\_

Language of Instruction:  English  Other

### ACCA APPLICANTS ONLY

\* Please check for advance standing granted papers:

AB  MA  FA  LW  PM  TX  
 FR  AA  FM  SBL  SBR  APM  AAA

### REQUIRED DOCUMENTS

Please attach to this application:

Copy of Valid Passport

Proof of English Proficiency  
(Learn more about our English admission requirements [here](#))

Registration with ACCA Global (ACCA only)

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22 College Street — Suite 300 Toronto, M5G 1K2, Ontario, Canada  
T: +1 416 809 2204 | E: [info@torontosom.ca](mailto:info@torontosom.ca) | W: [www.torontosom.ca](http://www.torontosom.ca)

# Proof of English



## Fundamentals

IELTS Overall

**4.5**

Or equivalent

## Certificates

IELTS Overall

**5.0**

Or equivalent

## Diplomas

IELTS Overall

**5.5**

Or equivalent

All countries

IELTS Overall

**6.0**

Or equivalent

India, Sri Lanka,  
Bangladesh, Bhutan,  
Nepal, Pakistan

# Wonderlic



## Simple 8-minute *FREE TEST*

- 30 questions
- 2 chances of achieving the required score
- Students will receive a link to complete the test after application and documents are sent
- Applicable for students that have not graduated from High School in Canada

Fundamentals

**14**

All other programs

**15**

Data Analytics

**16**


# Application Process




**Paymytuition**  
POWERED BY MTFX




Recommended for overseas students:  
Payments from any bank,  
in any country in any  
currency



**Credit Card**  
(Online form)




Faster option. We receive  
payment confirmations  
almost immediately




**Debit / Cash /  
E-transfer**

Due to security / audit  
reasons, there's a \$500  
limit for cash and e-  
transfer payments



**Wire Transfer**

Depending on the country  
of origin, wire transfers can  
take 8+ weeks



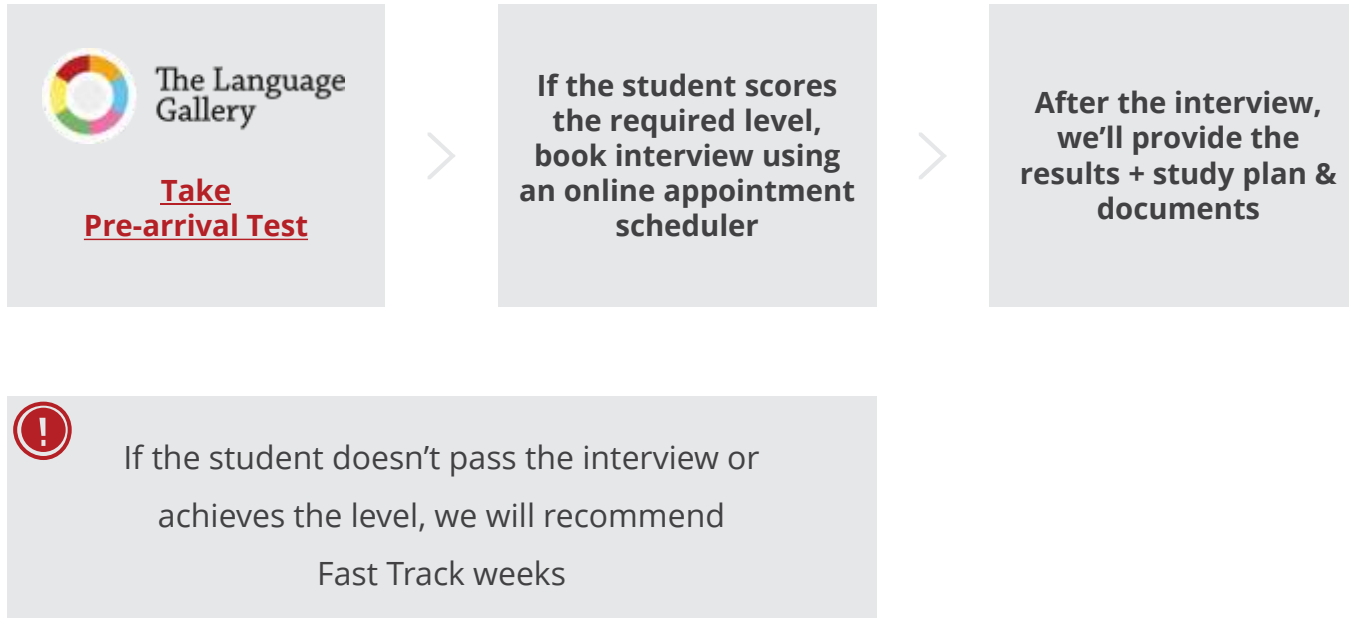
**Money Order,  
Certified  
Cheque or  
Bank Draft**

\* Payments can only be allocated when:

- The payment is shown in the bank statement
- There's a signed enrollment contract

# Proof of English

## What to do when a student doesn't have proof of English?



**Interviews are available for:**  
All local students applying within Canada + Overseas students from low visa risk countries





# International Students – Payment Plan

Program Type		Option 1 Full Payment	Option 2 50/50	Option 3* Installment Plan
Certificate in Essentials Business Co-op Certificate in Customer Service Excellence Co-op		Full payment prior to the start-date.  Early bird discount of 3% to 5% applies	N/A	N/A
Diploma in Business Administration Co-op Diploma in Digital Marketing Specialist Co-op Diploma in Hospitality & Tourism Management Co-op Diploma in Data Analytics Co-op Diploma in Cybersecurity Specialist Co-op			50% deposit + 50% remaining tuition (3 months into class)	50% deposit + 2 installments (2 months, 4 months)
Diploma in Business Management Co-op Diploma in Fundamentals of Hospitality & Tourism Co-op Advanced Diploma in Hospitality & Tourism Management Co-op			50% deposit + 50% remaining tuition (6 months into class)	50% deposit + 3 installments (3 months, 6 months, 9 months)
Preparatory Course for ACCA Examination	1-5 papers		N/A	N/A
	6-9 papers		50% deposit + 50% remaining tuition (3 months into class)	50% deposit + 2 installments (2 months, 4 months)
	10-13 papers		50% deposit + 50% remaining tuition (6 months into class)	50% deposit + 3 installments (3 months, 6 months, 9 months)

\* \$150 installment fee applies. Non-commissionable

# *Study Permit and* **Accommodation**

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# Study Permit and Visa

- International students are required to obtain a valid Canadian Study Permit prior to entering Canada to pursue higher education.
- Visit Citizenship and Immigration Canada at [www.cic.gc.ca](http://www.cic.gc.ca) for more information.
- A student must be in good health and willing to complete a medical examination, if necessary.
- A student must have no criminal record and not be a security risk to Canada.
- Students must satisfy an immigration officer that they will leave Canada upon completion of their studies.
- Students must prove that they have enough money to pay for their:
  - Tuition fees;
  - Accommodation;
  - Living expenses including, but not limited to the following: food, clothing, books, insurance, transportation within Canada etc.; and
  - Return transportation

# Off-campus Work Permit

Students are eligible for off-campus work permits - 20 hours/week during their studies and full time during scheduled breaks.

## **To be eligible:**

- Current students must have a valid study permit;
- Be a full-time student;
- Be in satisfactory academic standing;

**Source:**

<http://www.cic.gc.ca/english/study/work-offcampus.asp>

# Key Visa Considerations

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## Academic Criteria

- Students must meet Academic & English Language criteria to follow intended program

## Financial Criteria

- Students must have a minimum of \$12,000 available for one year of study.
- Students can prove that they have sufficient funds to support themselves while studying in Canada by showing some of the following:

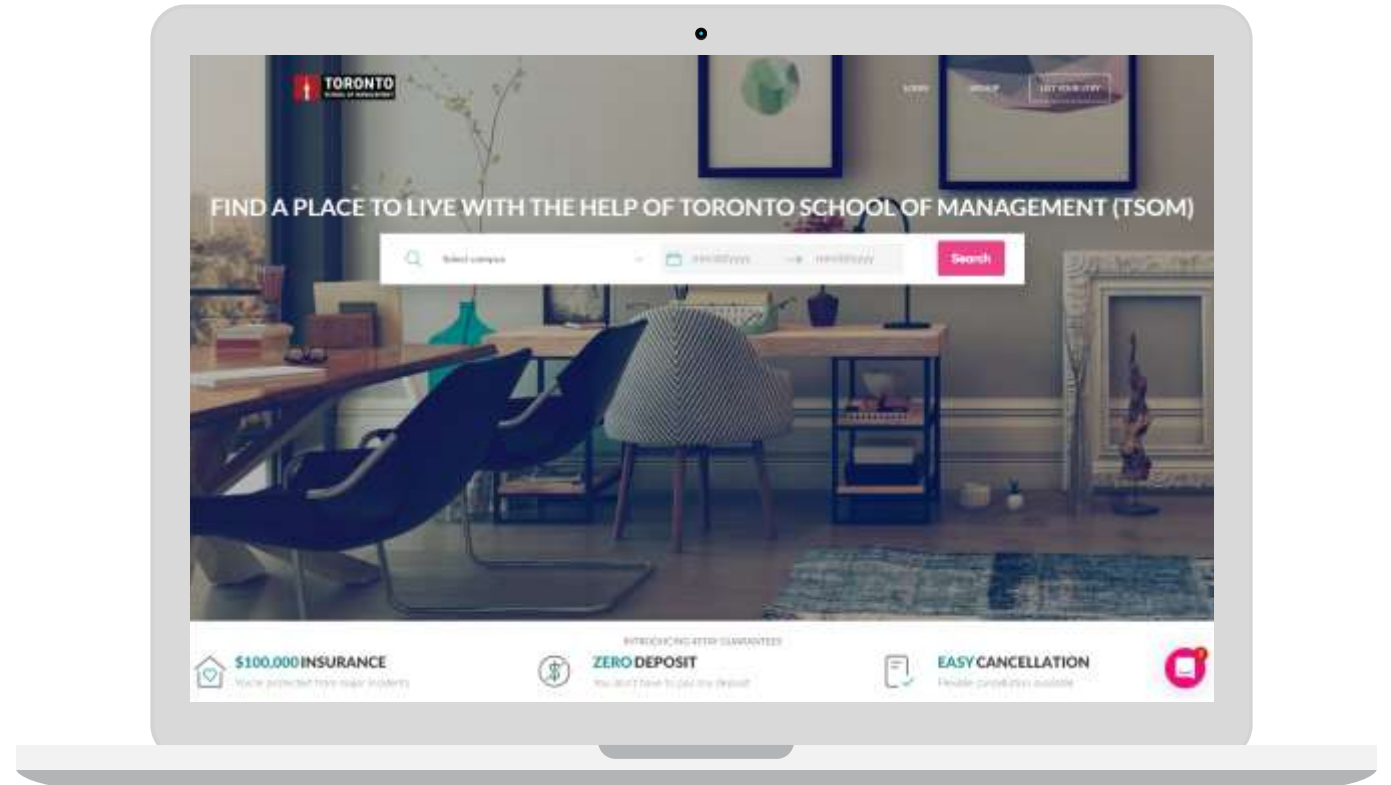
- ✓ Proof of a Canadian bank account in the student's name if money has been transferred to Canada;
- ✓ Proof of a student/education loan from a financial institution in their home country;
- ✓ Bank statements for the past three to six months;
- ✓ Proof of payment of tuition and accommodation fees;
- ✓ Sponsorship letter: A letter from a person providing the student with financial support should include the following: employment, occupation, relationship to student, number of dependents, and full contact information.
- ✓ Proof of employment (a letter including the following letter dated within two months of the application indicating occupation, job description, position, salary, allowances, years of employment, and leave period.
- ✓ Pay slips from the person providing financial support;
- ✓ Pay slips (if the student is employed); and
- ✓ Investments, stocks and bonds etc.
- ✓ Please refer to <http://www.cic.gc.ca/english/study/study-how-documents.asp#doc3> for more information on Financial Criteria



# Accommodation

There are many options available to students, including staying with a host family through the Homestay program, or living off campus with other students or on their own. Students can visit [housing.TorontoSoM.ca](https://housing.TorontoSoM.ca) for more information

Students can also contact [accommodations@TorontoSoM.ca](mailto:accommodations@TorontoSoM.ca) for more information on accommodation options that works best for them.







*Any*  
**Questions?**

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*Thank  
You*



+1 (416) 800 2204 | [www.TorontoSoM.ca](http://www.TorontoSoM.ca) | [info@TorontoSoM.ca](mailto:info@TorontoSoM.ca)

