



TORONTO
SCHOOL OF MANAGEMENT

Diploma in Business Management Co-op

START DATES

January, March, May, July,
September, November

PROGRAM SCHEDULE

Daytime | Evening

This two-year Co-op diploma is ideal for leaders of tomorrow who want to gain interdisciplinary skills to pursue an international business management career and go global. Develop the leadership and problem-solving skills top employers are universally looking for in an effective manager.

PROGRAM HIGHLIGHTS

- Develop the necessary skills and knowledge to become an effective manager
- Enhance your personal and professional skills
- Hone your cognitive & problem-solving skills
- Work effectively across cultures and in different countries
- Understand how to create effective communication strategies
- Strengthen your resume with Canadian work experience
- **Co-op placement in the field of studies[^]**

PROGRAM DURATION



MODULES

- | | |
|---|---|
| • Fundamentals of Business Communications | • Personal and Professional Development |
| • Principles of Accounting | • Human Resources Management |
| • Business Environment | • Project Management |
| • Managing Financial Resources | • Information Management |
| • Organizational Behaviour | • Operations Management in Business |
| • Marketing Principles | • Business Work Experience |
| • Business Decision Making | • Business Ethics |
| • Research Project | • Work Placement |
| • Financial Accounting and Reporting | |

LEARNING PARTNERS



This program is powered by Trailhead from Salesforce and QuickBooks. With engaging, bite-size content, Trailhead helps professionals gain new skills and hone existing ones. While QuickBooks demonstrates accounting principles application by the mean of modern technology.

CO-OP EXPERIENCE

The co-op term provides you with an opportunity to integrate academic studies with related employment experience.

The co-op work experience could include positions in the following areas:

- Business Development Coordinator
- Business Intern
- Client Success Specialist
- Digital Marketing Specialist
- HR Intern
- IT Project Analyst
- Legal Assistant
- Marketing Executive
- Store Manager
- Training Manager
- Social Media Coordinator/Content Creator

Some of our co-op partners include:



HARRY ROSEN



CAREER OPPORTUNITIES

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

ADMISSION REQUIREMENTS*

- Have an Ontario Secondary School Diploma or equivalent or
- Be at least 18 years of age and pass the Wonderlic Test

For non-native English speakers:

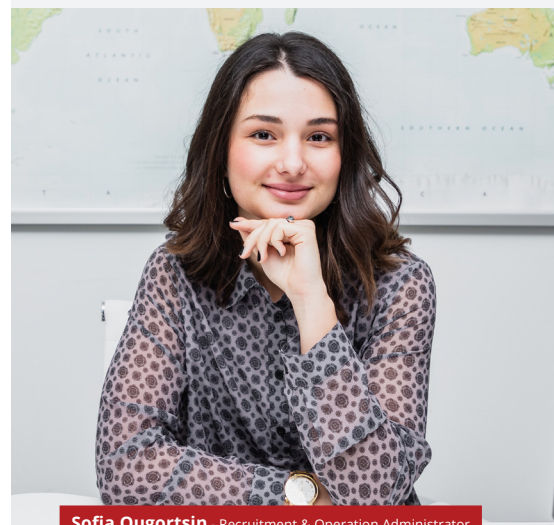
- Successful completion of TSoM EAP Level 4 or
- IELTS 5.5 or equivalent or pass the TSoM English Assessment

*Please visit TorontoSoM.ca for more information about our admission requirements

^ Students will be offered paid or unpaid entry-level positions related to their field of studies. The Career Services Department will provide full support to students on booking and preparing for interviews. It is the student's responsibility to perform well during all interviews as well as during the full length of the co-op term. Placements are subject to availability and will vary based on the program, season and job market changes as well as the student's English level and previous professional and academic experience. Should the co-op placement not be available the student will be required to complete a Capstone Project as an alternative to graduate from the program.

WHAT CAN TSoM OFFER YOU?

- Diverse student environment
- Experiential learning through field trips, guest speakers and networking events
- Dedicated career support
 - resume writing, mock interviews
 - and a network of over 100 co-op partners
- Academic pathway advice and support for any university or college in Canada



Sofia Ougortsin - Recruitment & Operation Administrator

“The experience of living, studying and working in Toronto, and meeting people from different cultures has provided me with a lot of Canadian work experience and business insights.”

22 College Street - Suite 300, Toronto, ON, M5G 1K2, Canada
+1 (416) 800 2204 | www.TorontoSoM.ca | info@TorontoSoM.ca

January 2021

© Toronto School of Management. All rights reserved. Terms and conditions apply. E&OE.
Registered as a private career college under the Private Career Colleges Act, 2005 - ID Number: 141054.
Designated Learning Institution number DLI #O131394510557

