



TORONTO
SCHOOL OF MANAGEMENT

Diploma in Fundamentals of Hospitality and Tourism Co-op

START DATES

January, March, May, July,
September, November

PROGRAM SCHEDULE

Daytime | Evening

This two-year Co-op diploma will provide you with specialist knowledge, soft skills, and all the ins and outs of hospitality and tourism management. Learn what it takes to be customer-driven with a five-star service approach while grasping fundamental skills in food hygiene and safety, accounting, and basic marketing concepts.

PROGRAM HIGHLIGHTS

- Gain the knowledge and skills necessary for success in one of the world's fastest-growing industries
- Learn from highly qualified industry experts
- Study in downtown Toronto: one of Canada's largest tourism, event and convention hubs
- Start at TSoM with **EAP Level 2** and improve your business communication skills
- **Co-op placement in the field of studies[^]**

PROGRAM DURATION



MODULES

- Introduction to Hospitality and Tourism
- Food and Safety Management
- Academic & Professional Enhancement Skills in Hospitality and Tourism
- Introduction to Customer Service
- Accounting Fundamentals for Hospitality and Tourism
- Introduction to Marketing in Hospitality and Tourism
- Job Search Preparation and Post Placement Study
- Work Placement

PROGRAM CERTIFICATES

- Worker Health and Safety Awareness Certificate
- Workplace Hazardous Materials Information System (WHMIS)
- Food Handlers Certificate
- Smart Serve Certificate
- First Aid Certificate

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 entry-level positions in the following areas:

- Event Coordinator
- Marketing Assistant
- Front Desk Officer
- Guest Relations Officer
- Customer Service Representative
- Food and Beverage Server

Some of our co-op partners include:



CAREER OPPORTUNITIES

- Guest Service Agent
- Reservation Clerk
- Travel Information Agent
- Front Desk Agent
- Customer Service Representative
- Social Media Coordinator
- Event Personnel
- Corporate Travel Consultant – Trainee
- Visitors Centre Officer

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:

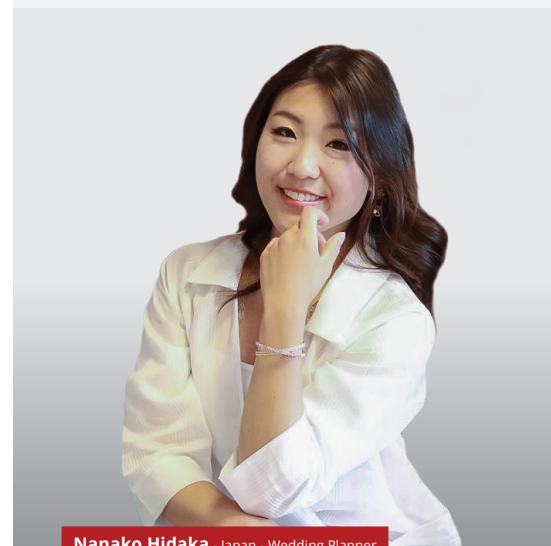
- Successful completion of TSoM EAP Level 2 or
- IELTS 4.5 or equivalent or pass the TSoM English Assessment

**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



Nanako Hidaka - Japan - Wedding Planner

“
This two-year co-op program will be really beneficial in enhancing my career in hospitality and tourism. I am gaining knowledge here and honing my skills at the same time.”

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