



Welcome to
Toronto School of Management (TSoM)

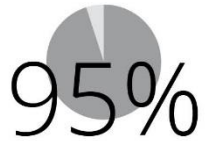
Overview

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-

TORONTO, CANADA



TORONTO, CANADA

A pie chart showing 95% of the circle shaded in grey, representing the percentage of international students who recommend Canada as a study destination.

95%

of international students
recommend Canada as a
study destination

A pie chart showing 51% of the circle shaded in grey, representing the percentage of international students who plan to apply for permanent residence in Canada.

51%

of international students
plan to apply for permanent
residence in Canada

- Canada is regarded as 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



Toronto School of Management is a private postsecondary institution offering a broad range of career-focused programs in business administration, Hospitality and Tourism 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 Ontario's capital – Canada's business and culture hub. The central location only enhances the student experience, with accessibility to public transport.

TSoM Vision



Our Vision

“Inspired by Industry. Driven by Student Success”

TSoM focuses on:

Industry Partnerships – career-focused and community-responsive education and training developed in partnership with employers

Comprehensive Range of Credentials – programming across a wide range of credentials spanning many fields, including diplomas programs, prep examination courses and apprenticeship trainings through a variety of delivery methods including day, evening and eventually online

Pathways – effective and efficient pathways between credentials that recognize previous learning and allow students to build on their credentials

Innovation and Entrepreneurship – unique blend of theoretical, applied and breadth learning, including relevant work experience and multiple opportunities for experiential learning and entrepreneurship

TSoM Mission and Values



Mission

Toronto School of Management works with industry leaders to design and deliver innovative and career-centric programs. Working tirelessly to provide students with the right combination of academic excellence and practical hands-on experience, we educate the driven and ambitious to take their careers further.

Our Values:

Student-Centered – Our highest priority is the future success of our students.

Excellence – We are committed to provide students with the right combination of academic excellence and practical hands-on experience.

Innovation – We work with industry leaders to design and deliver innovative and career-centric programs.

Respect – We are committed to protect the rights and dignity of our members. We believe that diversity is a source of strength.

PCC/DLI



- Toronto School of Management (TSoM) is a private postsecondary institution operating in Ontario and all its 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 **0131394510557**

<http://www.cic.gc.ca/english/study/study-institutions-list.asp>

What can Toronto School of Management (TSoM) offer you?



- Career-focused education
- Expert Faculty Who Support Your Development
- Small Class Size
- Co-op opportunities Linking Studies With Real work
- State Of The Art Facilities in downtown Toronto
- A diverse learning environment

License and Memberships

- Licensed Computer Based Examination Centre for ACCA global body
- Member of the Career Colleges Ontario (CCO)
- Member of National Association of Career Colleges (NACC)



1 April 2017 – 31 March 2018



Career Colleges Ontario



Some of our Key Co-op Partners



TSOM PROGRAMS



TSoM Programs

The Toronto School of Management (TSoM) is a school offering a range of courses in business, hospitality, and accountancy.

- [Diploma in Business Administration Co-op Program](#)
 - [Diploma in Business Management Co-op](#)
 - [Diploma in Hospitality and Tourism Management Co-op Program](#)
 - [Advanced Diploma in Hospitality and Tourism Management Co-op Program](#)
 - [Preparatory Course for ACCA Examination](#)
-

PROGRAM FEES

Program	Total Fees	Course Duration	Payment Structure
Preparatory Course for ACCA Examination	\$14,850.00 CAD	55 weeks, 66 academic hours per paper	25% Deposit (based on the net invoice value after scholarship) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class OR as per installment plan option
Diploma in Business Administration Co-op Program	\$12,495.00 CAD	48 weeks with Co-op, 60 hours per module	
Diploma in Business Management Co-op Program	\$20,000.00 CAD	72 weeks with Co-op, 60 hours per module	
Diploma in Hospitality and Tourism Management Co-op Program	\$12,495.00 CAD	48 weeks with Co-op, 60 hours per module	
Advanced Diploma in Hospitality and Tourism Management Co-op Program	\$20,000.00 CAD	72 weeks with Co-op, 60 hours per module	

Additional Fees

Fees *	International	Domestic
Additional Fee (Courier Fee for LOA Hard copy)	\$150	N/A
Student Activity Fee	N/A	N/A
Library Resource Fee	N/A	N/A
Study Materials (per course)	N/A	N/A
Online Resources (per course)	N/A	N/A

Note:

Students enrolled in our Programs should note that there are no extra charges for study materials as they are covered by the tuition fees. International Students must seek guidance in relation to expenditure from the CIC.

DIPLOMA IN BUSINESS ADMINISTRATION CO-OP PROGRAM

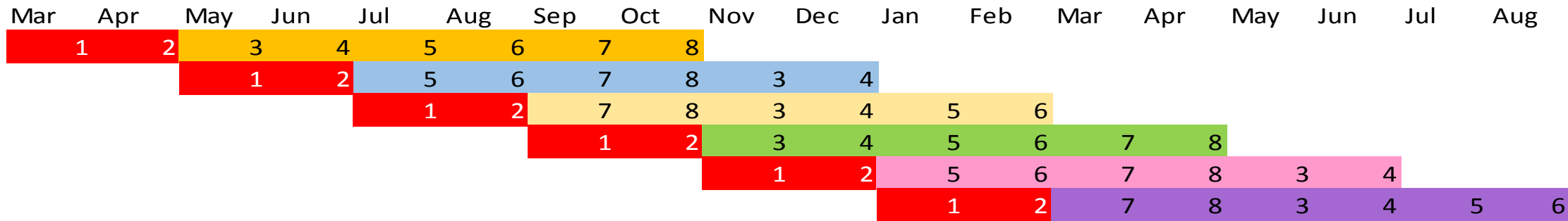
The Diploma in Business Administration is a **one-year** program including mandatory Co-op for students who want a successful career in business administration. Graduates can seek roles in a variety of different fields, including marketing, finance, human resources and management.

- **PROGRAM LENGTH:** Full-time: 48 weeks with Co-op, 60 hours per module
 - **START DATES:** January, March, May, July, September, and November
 - **TUITION:** \$12,495 CAD
 - **SCHOLARSHIP:** \$3,495 CAD
 - **TUITION AFTER SCHOLARSHIP (Special Promotion) :** \$8,000 CAD
 - **FEE STRUCTURE:** 25% Deposit (**based on the net invoice value after scholarship**) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class **OR** as per installment plan option
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DIPLOMA IN BUSINESS ADMINISTRATION CO-OP PROGRAM - Course Structure

- Students will have at least 480 guided learning hours, followed by 480 Co-op hours in a relevant business environment.
 - The work placement will help the student's to apply the theories they learnt under practical business situations. TSoM will help student's secure Co-op by sending them for interviews.
 - The modules include:
 - Windows Fundamentals and MS Office
 - Bookkeeping, Computerized and Financial Acct with Simply
 - Business Environment
 - Managing Financial Resources
 - Organizations and Behaviour
 - Marketing Principles
 - Business Decision Making
 - Research Project
 - Co-op
-

DIPLOMA IN BUSINESS ADMINISTRATION CO-OP PROGRAM – Proposed Schedule



Modules:

1. Windows Fundamentals and MS Office
2. Bookkeeping, Computerized and Financial Acc with Simply
3. Business Environment
4. Managing Financial Resources
5. Organizations and Behaviour
6. Marketing Principles
7. Business Decision Making
8. Research Project
9. Work Placement (Internship)

DIPLOMA IN BUSINESS ADMINISTRATION CO-OP PROGRAM - Assessment Method

- Students must successfully complete all **nine modules** including the mandatory Co-op to be awarded the TSoM Diploma in Business Administration Co-op.
- The assessment of each module consists of:
 - Summative Report: 100%
 - Placement Report for Work Placement: 100%

Entry & Admission Requirements

- Ontario Secondary School Diploma or Equivalent * or Mature student **
- Age 18 or older
- IELTS of 5.5 or equivalent for Non-native English speakers

**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.*

See the pre-approved recognized assessment services below:

- World Education Services- wes.org
- University of Toronto, School of Continuing Studies, Comparative Education Service – learn.utoronto.ca/ces
- International Credential Assessment Service of Canada- icascanada.ca

*** Mature students must be at least 18 years of age and pass a Wonderlic Scholastic Level Exam.*

Future Professions



Administrative Officer



Financial Aid Officer



Student Services / Assistance Officer

DIPLOMA IN BUSINESS MANAGEMENT CO-OP PROGRAM

The Diploma in Business Management Co-op is a **two-year** program including 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:** Full-time: 72 weeks with Co-op, 60 hours per module
 - **START DATES:** January, March, May, July, September, and November
 - **TUITION:** \$20,000 CAD
 - **SCHOLARSHIP:** \$5,500 CAD
 - **TUITION AFTER SCHOLARSHIP (Special Promotion):** \$12,500 CAD
 - **FEE STRUCTURE:** 25% Deposit (**based on the net invoice value after scholarship**) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class **OR** as per installment plan option
-

DIPLOMA IN BUSINESS MANAGEMENT CO-OP PROGRAM - Course Structure

- Students will have at least 960 guided learning hours followed by 480 Co-op hours in a relevant business environment.
- The work placement will help the student's to apply the theories they learnt under practical business situations. TSoM will help student's secure the Co-op by sending them for interviews.

The modules include:

- Windows Fundamentals and MS Office
 - Bookkeeping, Computerized and Financial Acct with Simply
 - Business Environment
 - Managing Financial Resources
 - Organizations and Behaviour
 - Marketing Principles
 - Business Decision Making
 - Research Project
 - Financial Accounting and Reporting
 - Personal and Professional Development
 - Working with and Leading People
 - Managing Business Activities to Achieve Results
 - Managing Communications
 - Operations Management in Business
 - Business Work Experience
 - Business Work Ethics
 - Co-op
-

DIPLOMA IN BUSINESS MANAGEMENT CO-OP PROGRAM – Proposed Schedule

Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16										
		1	2	5	6	7	8	3	4	11	12	13	14	15	16	9	10								
				1	2	7	8	3	4	5	6	13	14	15	16	9	10	11	12						
						1	2	3	4	5	6	7	8	15	16	9	10	11	12	13	14				
								1	2	5	6	7	8	3	4	9	10	11	12	13	14	15	16		
										1	2	7	8	3	4	5	6	11	12	13	14	15	16	9	10

Modules:

1. Windows Fundamentals and MS Office
2. Bookkeeping, Computerized and Financial Acc with Simply
3. Business Environment
4. Managing Financial Resources
5. Organizations and Behaviour
6. Marketing Principles
7. Business Decision Making
8. Research Project

9. Financial Accounting and Reporting
10. Personal and Professional Development
11. Working with and Leading People
12. Managing Business Activities to Achieve Result
13. Managing Communications, Knowledge and Information
14. Operations Management in Business
15. Business Work Experience
16. Business Work Ethics
- 17: Work Placement

DIPLOMA IN BUSINESS MANAGEMENT CO-OP PROGRAM - Assessment Method

- Students must successfully complete all **17 modules** including the mandatory Co-op to be awarded the TSoM Diploma in Business Management Co-op.
- The assessment of each module consists of:
 - Summative Report: 100%
 - Placement Report for Work Placement: 100%

Entry & Admission Requirements

- Ontario Secondary School Diploma or Equivalent * or Mature student **
- Age 18 or older
- IELTS of 5.5 or equivalent for Non-native English speakers

**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.*

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- University of Toronto, School of Continuing Studies, Comparative Education Service – learn.utoronto.ca/ces
- International Credential Assessment Service of Canada- icascanada.ca

*** Mature students must be at least 18 years of age and pass a Wonderlic Scholastic Level Exam.*

Future Professions



Office Coordinator



Liaison Manager



Office Manager

DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP

The Diploma in Hospitality and Tourism Management Co-op 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:** Full-time: 48 weeks with Co-op, 60 hours per module
 - **START DATES:** January, March, May, July, September, and November
 - **TUITION:** \$12,495 CAD
 - **SCHOLARSHIP:** \$3,495 CAD
 - **TUITION AFTER SCHOLARSHIP (Special Promotion):** \$8,000 CAD
 - **FEE STRUCTURE:** 25% Deposit (**based on the net invoice value after scholarship**) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class **OR** as per installment plan option
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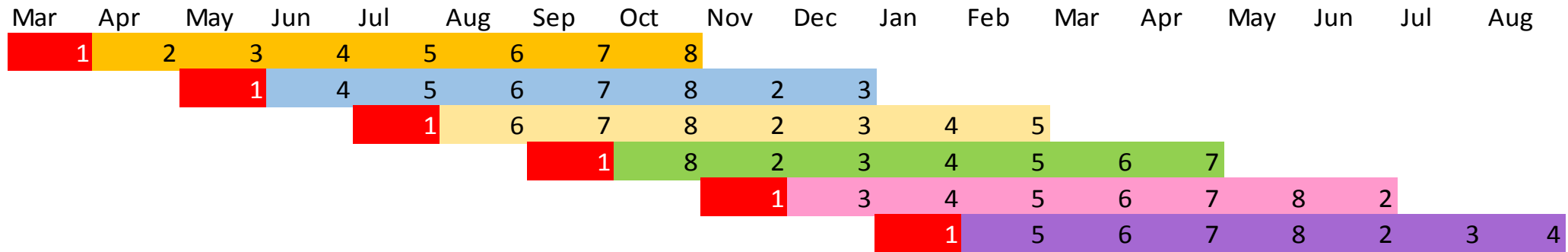
DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP - Course Structure

- Students will have at least 480 guided learning hours, followed by 480 Co-op hours in a relevant business environment.
- The work placement will help the student's to apply the theories they learnt under practical business situations. TSoM will help student's secure the Co-op by sending them for interviews.

The modules are:

- Introduction to Hospitality and Tourism
 - Front Office Operations
 - Housekeeping
 - Food and Beverage Operations
 - Food Sanitation, Safety and Health
 - Hospitality Accounting
 - Customer Service
 - Organizational Behavior in Hospitality Industry
 - Co-op
-

DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP – Proposed Schedule



Modules:

1. Introduction to Hospitality and Tourism
2. Front Office Operations
3. Housekeeping
4. Food & Beverage Operations
5. Food Sanitation, Safety and Health
6. Hospitality Accounting
7. Customer Service
8. Organizational Behaviour in Hospitality Industry
9. Work Placement (Internship)

DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP - Assessment Method

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

The assessment of each module consists of:

- Individual Assignment or Class Test: 50%
 - Final Examination: 50%
 - Placement Report for Work Placement: 100%
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Entry & Admission Requirements

- Ontario Secondary School Diploma or Equivalent * or Mature student **
- Age 18 or older
- IELTS of 5.5 or equivalent for Non-native English speakers

**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.*

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- University of Toronto, School of Continuing Studies, Comparative Education Service – learn.utoronto.ca/ces
- International Credential Assessment Service of Canada- icascanada.ca

*** Mature students must be at least 18 years of age and pass a Wonderlic Scholastic Level Exam.*

Future Professions



Front Desk Officer



Restaurant & Food Services
Associate



Guest Services Representative

ADVANCED DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP

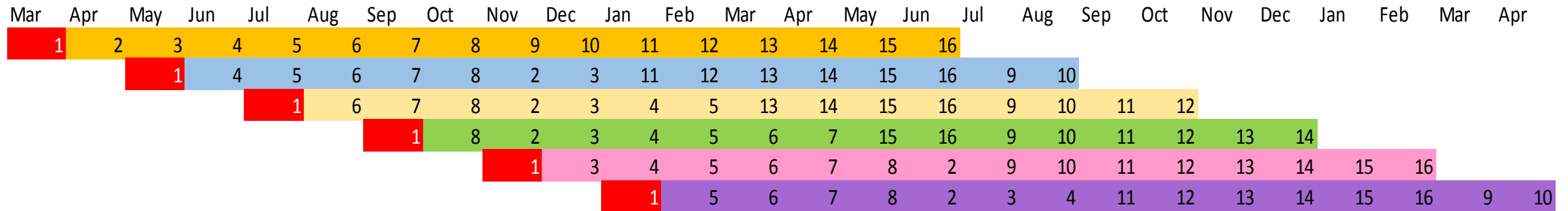
The Advanced Diploma in Hospitality and Tourism Management Co-op is a **two -year** course with a mandatory Co-op for students who want to pursue a management position within the hospitality and tourism industry.

- **PROGRAM LENGTH:** 72 weeks with Co-op, 60 hours per module
 - **START DATES:** January, March, May, July, September, and November
 - **FEES:** \$20,000 CAD
 - **SCHOLARSHIP:** \$5,500 CAD
 - **TUITION AFTER SCHOLARSHIP (Special Promotion):** \$12,500 CAD
 - **FEE STRUCTURE:** 25% Deposit (**based on the net invoice value after scholarship**) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class **OR** as per installment plan option
-

ADVANCED DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP - Course Structure

- Students will have at least 960 guided learning hours, followed by 480 Co-op hours in a relevant business environment.
 - The work placement will help the students to apply the theories they learnt under practical business situations. TSoM will help students secure the work placement by sending them for interviews.
 - The modules are :
 - Introduction to Hospitality and Tourism.
 - Front Office Operations.
 - Housekeeping.
 - Food and Beverage Operations.
 - Food Sanitation, Safety and Health.
 - Hospitality Accounting.
 - Customer Service.
 - Organizational Behavior in Hospitality Industry.
 - Facilities and Maintenance Management.
 - Meetings, Incentives, Conferences and Events.
 - Food and Beverage Management
 - Human Resource Management.
 - Marketing in Hospitality and Tourism.
 - Issues in Hospitality and Tourism Industry.
 - Resort Management
 - Niche and Specialty Management.
 - Co-op
-

ADVANCED DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP – Proposed Schedule



Modules:

1. Introduction to Hospitality and Tourism
2. Front Office Operations
3. Housekeeping
4. Food & Beverage Operations
5. Food Sanitation, Safety and Health
6. Hospitality Accounting
7. Customer Service
8. Organizational Behaviour in Hospitality Industry

9. Facilities and Maintenance 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 Speciality Tourism
17. Work Placement

ADVANCED DIPLOMA IN HOSPITALITY AND TOURISM MANAGEMENT CO-OP - Assessment Method

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

The assessment of each module consists of:

- Individual Assignment or Class Test: 50%
 - Final Examination: 50%
 - Placement Report for Work Placement: 100%
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Entry & Admission Requirements

- Ontario Secondary School Diploma or Equivalent * or Mature student **
- Age 18 or older
- IELTS of 5.5 or equivalent for Non-native English speakers

**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.*

See the pre-approved recognized assessment services below:

- World Education Services- wes.org
- University of Toronto, School of Continuing Studies, Comparative Education Service – learn.utoronto.ca/ces
- International Credential Assessment Service of Canada- icascanada.ca

*** Mature students must be at least 18 years of age and pass a Wonderlic Scholastic Level Exam.*

Future Professions



Hotel / Restaurant Manager



Housekeeping Manager



Travel consultant

Preparatory Course for ACCA Examination

- TSoM only provides a preparatory course for the ACCA examinations.
- 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 licensed computer based examination (CBE) centre for ACCA global body. Students have the option to take on demand CBE for papers F1, F2, F3, and F4

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

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: Knowledge and Skills.

Knowledge

- **F1 Accountant in Business**
- **F2 Management Accounting**
- **F3 Financial Accounting**

Skills

- **F4 Corporate and Business Law**
- **F5 Performance Management**
- **F6 Taxation**
- **F7 Financial Reporting**
- **F8 Audit and Assurance**
- **F9 Financial Management**

PROFESSIONAL LEVEL

The Professional level is divided into two modules; Essentials and Options.

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

Professional Essentials

- **P1 Governance, Risk and Ethics**
- **P2 Corporate Reporting**
- **P3 Business Analysis**

Professional Options (two to be completed)

- **P4 Advanced Financial Management (Not offered by TSoM)**
- **P5 Advanced Performance Management**
- **P6 Advanced Taxation (Not offered by TSoM)**
- **P7 Advanced Audit and Assurance**

Preparatory Course for ACCA Examination – Course Structure

PROGRAM LENGTH AND HOURS	Total 14 papers are delivered over 924 academic hours and over 55 academic weeks (equates to 5 semesters and approx. two and a half years).
ACADEMIC HOURS PER PAPER:	66 academic hours
# OF WEEKS OF STUDY PER YEAR:	Approx. 22 Weeks (Based on two semesters per year and 3 papers per semester)
# OF WEEKS PER PAPER:	11 weeks of in-class academic instruction and one week of mock exams
START DATES:	MARCH & SEPTEMBER
TUITION:	For 14 Papers \$14,850 CAD (Cost per paper is \$1061 CAD)
SCHOLARSHIP:	\$2,800 CAD (\$200 per paper)
TUITION AFTER SCHOLARSHIP:	\$12,050 CAD
FEE STRUCTURE:	25% Deposit (based on the net invoice value after scholarship) after signing of the student contract and confirmation from Admission team on the completion of the contract, and the remaining tuition fee on first day of the class OR as per installment plan option
<p><u>Important:</u> No more than 3 papers may be studied during one semester (11 academic week period), with the exception of the last semester where students may study up to 4 papers.</p>	

Preparatory Course for ACCA Examination – Advance Standing

- Students can enroll in less than 14 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.
 - On the basis of 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 14 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.
-

Preparatory Course for ACCA Examination – Schedule Per Semester ¹

1st year												
		1st Semester						2nd Semester				
	January	February	March	April	May	June	July	August	September	October	November	December
Intake			F1	F2	F3				F4	F5	F6	
Exam												
Result												
2nd year												
		3rd Semester						4th Semester				
	January	February	March	April	May	June	July	August	September	October	November	December
Intake			F7	F8	F9				P1	P2	P3	
Exam												
Result												
3rd year												
		5th Semester										
	January	February	March	April	May	June	July					
Intake			P5 & P7									
Exam												
Result												

ACCA Classes TSoM - Schedule per Semester based on 14 Papers

ACCA Global Body Exam Sessions

ACCA Global Body Result

Note:

- All semesters include 11 weeks of in-class academic instruction and one week of mock exams, and are delivered between the start and end dates indicated. The exact timetable for each semester will be given on the start date of each semester.

Preparatory Course for ACCA Examination –Free RE Sit

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 90% of all classes; and
- Achieved 50% or more in the mid term and mock exam conducted by TSoM; and
- Complete and submit all class assignments

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

Entry & Admission Requirements

- Registration with the ACCA global body
- Age 18 or older
- Ontario Secondary School Diploma or Equivalent * or Mature student **
- IELTS of 5.5 or equivalent for Non-native English speakers

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See the pre-approved recognized assessment services below:

- World Education Services- wes.org
- University of Toronto, School of Continuing Studies, Comparative Education Service – learn.utoronto.ca/ces
- International Credential Assessment Service of Canada- icascanada.ca

**** Mature students**

- Registration with the ACCA global body
 - Age 18 or older
 - Wonderlic Scholastic Level Exam (SLE) with a minimum score of 15
 - IELTS score of **5.5** or equivalent for candidates who are non-native speakers of English
-

Future Professions



Auditor



Tax Manager



Financial Analyst

FINANCIAL AID



DIVERSITY SCHOLARSHIP – International Students

List Of Programs	Registered Tuition	Tuition after Scholarship (Special Promotion)
Diploma in Business Administration Co-op Program	\$12,495.00	\$8,000.00
Diploma in Business Management Co-op	\$20,000.00	\$12,500.00
Diploma in Hospitality and Tourism Management Co-op Program	\$12,495.00	\$8,000.00
Advanced Diploma in hospitality and Tourism Management Co-op Program	\$20,000.00	\$12,500.00
Preparatory Course for ACCA Examination *	\$14,850.00	\$12,050.00

**Scholarship amount will be calculated based on the number of remaining papers that the student will register for (up to \$200 per paper).*

Note:

For details on how to can apply for Scholarships including terms & conditions, please refer to <http://www.torontosom.ca/admissions/scholarships>

DIVERSITY SCHOLARSHIP – Installment Option

<i>Diploma in Business Administration Co-op / Diploma in Hospitality and Tourism Management Co-op</i>						
Original Tuition Fee (CAD)	Scholarship Value (CAD)	Final Price (Special Promotion)	Deposit Payment (CAD)	Remaining Balance (CAD)	OR	Remaining Balance (CAD)
\$12,495	\$3,495	\$8,000	\$2,000	\$ 6,000 (Start Date of the program)		4 Installments X \$1,575

\$ 75 admin fee per installment applied

<i>Diploma in Business Management Co-op / Advanced Diploma in Hospitality and Tourism Management Co-op</i>						
Original Tuition Fee (CAD)	Scholarship Value (CAD)	Final Price (Special Promotion)	Deposit Payment (CAD)	Remaining Balance (CAD)	OR	Remaining Balance (CAD)
\$20,000	\$5,500	\$12,500	\$3,125	\$ 4687.50 (1st & 2nd year - 2 Installments)		8 Installments x \$1,247

\$ 75 admin fee per installment applied

<i>Preparatory Course for ACCA Examination</i>						
Original Tuition Fee (CAD)	Scholarship Value (CAD)	Final Price	Deposit Payment (CAD)	Remaining Balance (CAD)	OR	Remaining Balance (CAD)
\$14,850	\$2,800	\$12,050	\$3,013	\$9037 (Start Date of the program)		4 Installments x \$2259

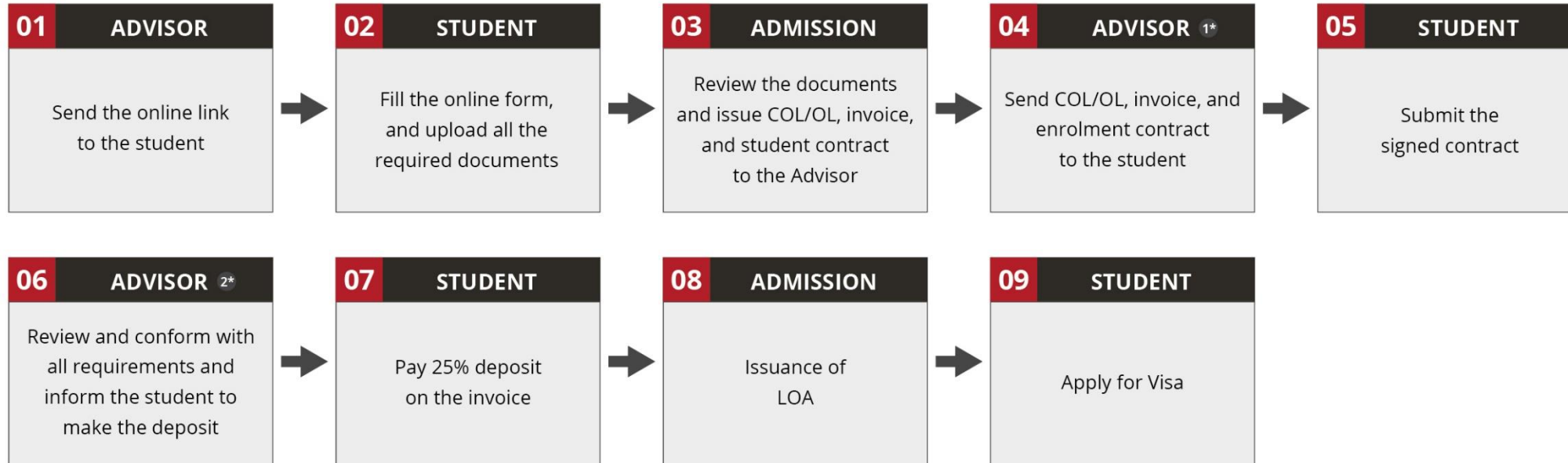
Program Application Checklist

- On line Application Form (**Full Fabric**)
- Passport Bio page
- Education and academic information
- Proof of English proficiency IELTS or equivalent

For Preparatory Course for ACCA examination you will also need:

- Registration with the ACCA global body
-

Application Process for International Students



^{1*}

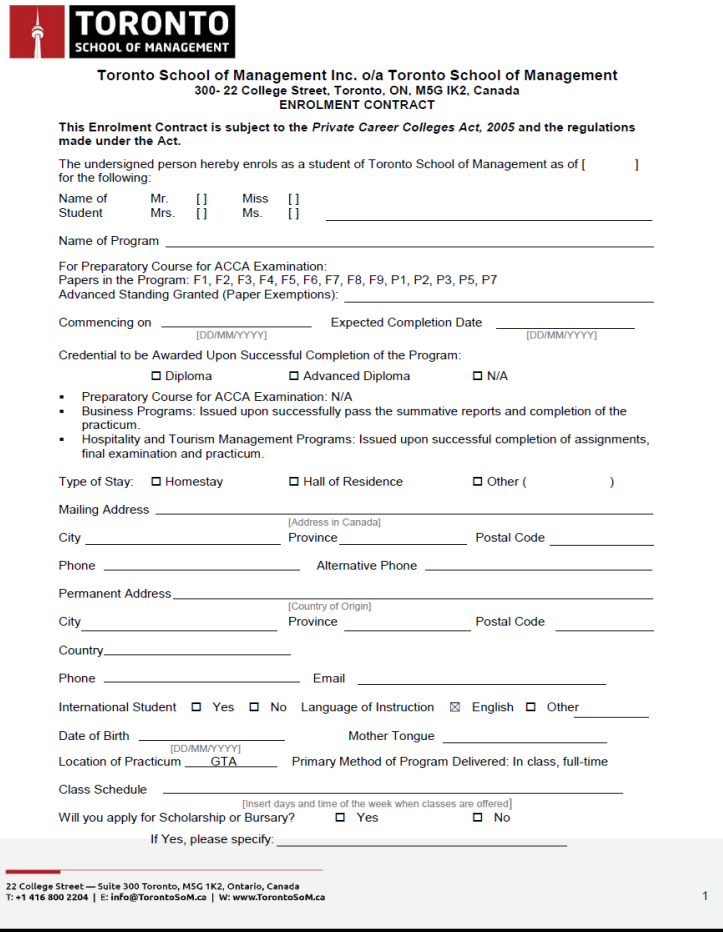
To ensure that students will click the link under "acknowledgement" section and review and understand our policies, procedures, students' rights and responsibilities.

^{2*}

Advisors need to follow-up and coordinate with the student and admission's to ensure that the application process is completed in all aspect and all the required documents are submitted before the payment is received.

Student Enrolment Contract - Important

- Each section on the student contract including tick marks, check boxes and signature sections needs to be filled out by the student, the contract will be null and void if any of the section on the contract is not filled properly, left blank or not signed.
- **Advisor and Admission team to coordinate and ensure that all enrolment contracts are duly filled and complete in all aspects.**



TORONTO SCHOOL OF MANAGEMENT

Toronto School of Management Inc. o/a Toronto School of Management
300- 22 College Street, Toronto, ON, M5G 1K2, Canada
ENROLMENT CONTRACT

This Enrolment Contract is subject to the *Private Career Colleges Act, 2005* and the regulations made under the Act.

The undersigned person hereby enrolls as a student of Toronto School of Management as of [] for the following:

Name of Student Mr. Miss
Mrs. Ms.

Name of Program _____

For Preparatory Course for ACCA Examination:
Papers in the Program: F1, F2, F3, F4, F5, F6, F7, F8, F9, P1, P2, P3, P5, P7
Advanced Standing Granted (Paper Exemptions): _____

Commencing on _____ Expected Completion Date _____
[DD/MM/YYYY] [DD/MM/YYYY]

Credential to be Awarded Upon Successful Completion of the Program:
 Diploma Advanced Diploma N/A

- Preparatory Course for ACCA Examination: N/A
- Business Programs: Issued upon successfully pass the summative reports and completion of the practicum.
- Hospitality and Tourism Management Programs: Issued upon successful completion of assignments, final examination and practicum.

Type of Stay: Homestay Hall of Residence Other ()

Mailing Address _____
[Address in Canada]
City _____ Province _____ Postal Code _____
Phone _____ Alternative Phone _____

Permanent Address _____
[Country of Origin]
City _____ Province _____ Postal Code _____
Country _____
Phone _____ Email _____

International Student Yes No Language of Instruction English Other _____

Date of Birth _____ Mother Tongue _____
[DD/MM/YYYY]

Location of Practicum GTA Primary Method of Program Delivered: In class, full-time

Class Schedule _____
[Insert days and time of the week when classes are offered]

Will you apply for Scholarship or Bursary? Yes No
If Yes, please specify: _____

22 College Street — Suite 300 Toronto, M5G 1K2, Ontario, Canada
T: +1 416 800 2204 | E: info@TorontoSoM.ca | W: www.TorontoSoM.ca

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Application Process from Student's Perspective

Step 1: Fill in the online application form and upload all the necessary required documents.

Step 2: Issuance of Conditional / Unconditional offer letter, invoice and enrolment contract.

Step 3: Signed the enrolment contract.

Step 4: Pay 25% tuition deposit as mentioned on the invoice to TSoM.

Step 5: Issuance of Letter of Acceptance.

Step 6: Apply for your student visa at the Canadian visa office. Find details at www.cic.gc.ca .

Step 7: Make your travel arrangements and ensure you arrive on campus prior to the start of orientation.

Step 8: We can arrange for homestay and airport pickup if necessary.

English Language Proficiency Score Comparison

<i>TOEFL iBT</i>	<i>IELTS Academic</i>	<i>CAEL</i>	<i>Cambridge Exams</i>	<i>CLB</i>	<i>CEFR</i>
120	9	90	CPE – A	12	C2
110	8	85	CPE – A	11	C2
105	7.5	80	CPE – B	10	C2
100	7	70	CAE – A	9	C1
90	6.5	70	CAE – B	8	C1
84	6	70	CAE – C	7	B2
80	6	60	FCE – A	6	B2
71	5.5	60	FCE – B	6	B2
61	5	50	FCE – C	5	B1
	4.5-5		PET	5	B1
	<4		KET	4	A2

Countries that Satisfy English Language Admission Standards

- American Samoa
 - Anguilla
 - Antigua & Barbuda
 - Australia
 - Bahamas
 - Barbados
 - Belize
 - Bermuda
 - Botswana
 - Canada (including Quebec)
 - Cayman Islands
 - Dominica
 - Falkland Islands
 - Fiji
 - Gambia
 - Ghana
 - Gibraltar
 - Grenada
 - Guam
 - Guyana
 - Ireland
 - Jamaica
 - Kenya
 - Lesotho
 - Liberia
 - Malta
 - Malawi
 - Mauritius
 - Montserrat
 - New Zealand
 - Nigeria
 - Saint Helena
 - Saint Kitts & Nevis
 - Saint Lucia
 - Saint Vincent & the Grenadines
 - Seychelles
 - Sierra Leone
 - Singapore
 - South Africa
 - Tanzania
 - Trinidad & Tobago
 - Turks & Caicos Islands
 - Uganda
 - United Kingdom
 - USA
 - Virgin Islands (British)
 - Virgin Islands (US)
 - Zambia
 - Zimbabwe
-

Campus Amenities

- Student Lounge
 - Kitchen
 - Study Room
 - Library
 - Computer Lab
-

STUDY PERMITS & VISAS



Study Permits 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 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
-

Key Visa Considerations

- **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
-

Health Insurance

- International students must have a valid medical coverage on their arrival and at all times during their stay in Canada.
 - Students can arrange their own medical coverage and provide the details to the Student Services on their orientation day.
 - Students can also contact StudentServices@TorontoSoM.ca or go to the Student Services Department for the available medical coverage options that works best for them.
-

Accommodation

HOMESTAY & OFF CAMPUS

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 also contact StudentServices@TorontoSoM.ca for more information on accommodation options that works best for them.

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>

FACULTY



Full Time Faculty Leaders



Haneef Katharada M.
Bus., AIA



Larry Yarmolinsky
MBA, CA



Kamila Naqvi
ACCA, BSc Hons



Malik Mehdi
CPA, CGA, ACCA, ACA
(Pak), BSc Hons



Nauman Sarwar
ACCA, Dip IFR, BSc
Hons, B.Comm
