



CONTINUING EDUCATION

PROGRAM GUIDE

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ADDICTIONS AND MENTAL HEALTH (1438)



Ontario College Graduate Certificate (Online-Asynchronous)

Are you looking to make a real difference in the lives of people facing mental health and addiction challenges? This fully online program is designed for professionals such as case managers, crisis counsellors, housing support workers, mental health promotion workers, RPNs, RNs, occupational therapists and personal support workers who want to expand their skills and advance their careers.

You'll learn to provide responsive, culturally relevant and client-centred care to individuals and groups from diverse backgrounds. The program also explores how to work effectively as part of a professional support team, giving you the tools to help transform lives.

The curriculum focuses on recovery principles, trauma-informed care and empowerment practices, helping you understand the effects of trauma across the lifespan. You'll also gain hands-on experience delivering evidence-informed clinical and educational services to people dealing with mental health and addiction-related challenges.

Whether you're working on the front lines or stepping into a supervisory role, this program will equip you with the knowledge, skills and confidence to support confidence to support others in achieving self-determination and a better quality of life.

Admission Requirements:

- A diploma or degree from an accredited college or university in human, health, or social sciences OR three to five (3- 5) years of related full-time formal work experience.

There are **14** courses in this program. Below are the courses required to graduate:

Courses	Code
Mental Health and Addiction Foundations	OLRN8400
Introduction to Counselling	OLRN8410
Chemical Dependency and Substance Use and Abuse	OLRN8420
Community Services and Supports in Addictions and Mental Health	OLRN8430
Holistic Assessment and Interventions: Determinants of Health	OLRN8440
Counselling: Gender and Diversity	OLRN8450
Ethical Practice and Professionalism in Mental Health and Addictions	OLRN8460
Group Counselling for Addictions and Mental Health Practitioners	OLRN8470
Motivational Interviewing and Change Theory Practice	OLRN8480
Working with Youth and Families	OLRN8490
Impulse Control Disorders and Behavioural Addiction	OLRN8500
An Introduction to Trauma-Informed Practice	OLRN8510
Community Capacity Building	OLRN8520
Capstone Project - Addictions and Mental Health	OLRN8530

Course fees to complete this program total approximately \$5,450.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





ADULT EDUCATION (1431)

Certificate of Achievement (Online-Asynchronous)

The Adult Education Certificate of Achievement is designed for professionals in any field who want to share their expertise through effective teaching and training. Delivered fully online, the program focuses on the practical skills needed to design, deliver and assess adult learning experiences.

You'll begin by exploring how adults learn — including their styles, needs and motivations. This foundation will help you build engaging courses, deliver instruction with confidence and evaluate learning outcomes effectively. Whether you plan to teach in a post-secondary setting or lead workplace training, this certificate equips you with the tools to succeed.

Courses in this program also count toward the [Teacher/Trainer for Online Learning](#) certificate, offering added flexibility and value as you expand your teaching skills.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **4** courses in this program. Below are the courses required to graduate:

Courses	Code
Adult Learning	OLRN1995
Curriculum Development	OLRN1200
Instructional Techniques	OLRN1460
Assessment and Evaluation	OLRN1050

Course fees to complete this program total approximately \$1,500.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



AMERICAN SIGN LANGUAGE BASIC SKILLS (0889)



Certificate (Online-Synchronous)

Conestoga College and Canadian Hearing Services are pleased to offer the American Sign Language (ASL) Basic Skills joint certificate part-time program.

ASL is the language of most deaf Canadians. It is a visual language comprising specific gestures (signs), hand shapes, and facial expressions with unique grammatical rules and sentence structure. This program will interest those wishing to develop sign language concepts and basic ASL skills.

Our qualified Deaf instructors use an established curriculum that teaches ASL and deaf culture. You will learn abstract concepts dealing with the environment outside of the classroom and an introduction to deaf culture, where language, values, rules, and traditions will be explored.

An immersive “no-voice” teaching method reinforces the learning experience. You will learn through classroom instruction, role-play, and online learning materials. The online learning materials supplement and reinforce classroom instruction, providing an opportunity to review, practice, and retain what has been taught.

This program will give you sufficient skills to communicate, at a basic level, with members of the deaf community in various situations.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent
OR 19 years of age or older

There are **6** courses in this program. Below are the courses required to graduate:

Courses	Code
American Sign Language 101	ASL1010
American Sign Language 102	ASL1020
American Sign Language 103	ASL1030
American Sign Language 104	ASL1035
American Sign Language 201	ASL1110
American Sign Language 202	ASL1120
American Sign Language 203	ASL1130
American Sign Language 204	ASL1140

Course fees to complete this program total approximately \$2,500.

***This is an estimated amount, and fees are subject to change.**



For more information, including admission requirements, course list and availability, scan the code or email: **Liliana Pereira Melo, Lpereiramelo@conestogac.on.ca**





AUTISM AND BEHAVIOURAL SCIENCE (1426)



Ontario College Graduate Certificate (Online-Asynchronous)

Spectrum Disorder (ASD) in both home and school settings. With a strong focus on applied skills, the program explores the characteristics of ASD and the principles of behavioural science used to understand and support individuals with ASD. Students will learn to assess needs, apply evidence-based treatment strategies, and tailor interventions to suit each child's unique context.

A key emphasis is placed on designing and implementing effective behavioural treatment plans that are ethical, practical, and family-centred. The program also highlights the importance of collaboration, preparing students to work closely with families and interdisciplinary teams. Throughout the coursework, students will engage with current theories and best practices while developing a solid foundation in ethical decision-making and professional standards within a behavioural framework.

Graduating students will develop expertise in the children's sector and be well-prepared for a variety of career opportunities.

Admission Requirements:

- An Ontario College Diploma, Ontario College Advanced Diploma or university degree in Social Work, Early Childhood Education, Child and Youth Care, Developmental Services, Education, Psychology or Sociology, or equivalent

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Applied Behaviour Analysis	EDUC8200
Introduction to Autism Spectrum Disorder	EDUC8210
Specialized Instructional Strategies	EDUC8220
Working with Families and Teams	EDUC8235
Ethics and Professionalism	EDUC8245
Safety in the Workplace	OHS1320
Field Placement I	FPLT8100
Behavioural Skill Building	EDUC8265
Parent and Staff Training	EDUC8275
Treating Challenging Behaviours	EDUC8285
Transition Planning and Implementation	EDUC8290
Field Placement II	FPLT8110

Course fees to complete this program total approximately \$5,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





BOOKKEEPING (1271)

Ontario College Certificate (Online – Asynchronous)

This part-time, online Bookkeeping program focuses on day-to-day operational bookkeeping and managerial accounting in a computerized business environment.

In this program you will gain the necessary knowledge and skills to perform effectively in entry-level bookkeeping positions in business and industry. By enrolling in this program, you will be aligned with the nationally recognized Certified Professional Bookkeeper (CPB) designation.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Introductory Financial Accounting I	ACCT1030
Introductory Financial Accounting II	ACCT1040
Introduction to Payroll Administration	ACCT1115
Cost and Management Accounting I	ACCT2020
Excel for Accounting	ACCT1495
Personal Tax Returns	ACCT1520
Advanced Personal Tax Returns	ACCT1550
Accounting Applications I	ACCT2225
Interpersonal and Group Dynamics	COMM1030
College Reading & Writing Skills	COMM1085
Business Computing Applications I	COMP1056
Business Mathematics I	MATH1010

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



BUSINESS ADMINISTRATION - ACCOUNTING (0011)



Ontario College Advanced Diploma (Online – Asynchronous)

The online, part-time Business Administration – Accounting program will provide you with the knowledge and skills necessary for a career in an intermediate level accounting position, along with the fundamentals necessary for advancement of managerial positions. You will be able to apply computer, communication and mathematical skills and employ management accounting techniques to support accounting activities, including the maintenance or accounting records and the preparation of financial statements and individual corporate tax returns.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD), or equivalent OR 19 years of age or older with mature student status
- Grade 12 compulsory English, C (min 60%) or U (min 50%), or equivalent, OR Conestoga College Preparatory Communications (COMM1251), or equivalent (min 60%)
- Grade 12 Mathematics, C (min 60%) or U (min 50%) or equivalent, OR Conestoga College Preparatory Mathematics (MATH1375) min 60%.)

There are **31** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Marketing I	MKT1040
Excel in Accounting	ACCT1495
Microeconomics	ECON1020
Project Management	MGMT2060
Accounting Applications I	ACCT2225
Statistics	MATH2255
Cost and Management Accounting I	ACCT2020
Accounting and Management Information Systems	ACCT3070
Advanced Financial Accounting	ACCT3065
Business Law	BUS2010
Organizational Behaviour	BUS1021

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





BUSINESS - FINANCE (1396)

Ontario College Diploma (Online – Asynchronous)

If you're a high school graduate interested in money management, financial planning and business strategy, Conestoga's two-year Business - Finance diploma is your launchpad into the financial services sector. This career-focused program equips you with the technical and professional skills needed to succeed in banks, financial institutions, government offices and small businesses.

You'll learn how to prepare financial statements, analyze budgets and support tax preparation using industry-standard tools and techniques. With a strong foundation in communication, math and computer applications, you'll graduate prepared for entry-level roles in finance or ready to continue your education in business administration or accounting.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD), or equivalent OR 19 years of age or older with mature student status
- Grade 12 compulsory English, C (60%) or U (50%) or equivalent, OR Conestoga College Preparatory Communications (COMM1251), or equivalent min 60%
- Grade 11 Mathematics, C (min 65%), M (U/C) (min 55%), or U (min 55%), or equivalent, OR Conestoga College Preparatory Mathematics (MATH1420 or MATH1375) min 60%

There are 24 courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Introductory Financial Accounting I	ACCT1030
Business Computing Applications I	COMP1056
Introduction to Personal Finances	FIN1100
Introduction to Canadian Banking and Financial Services	FIN1140
Business Mathematics I	MATH1010
Organizational Behaviour	BUS1021
Introduction to Economics	ECON1080
Introductory Financial Planning	FIN1020
Banking for Individuals and SMEs	FIN1150
Insurance Fundamentals	INS1005
Market Analysis for Banking	MKT1660
Client Communications in Financial Services	COMM2230
Ethical Practice in Financial Planning	ETHS1070
Financial Planning Essentials	FIN2135
Statistics	MATH2255
Insurance Fundamentals	BUS3036
Finance I	FIN2020
Tax for Financial Services	FIN2190

Course fees to complete this program total approximately \$9,900.
 *This is an estimated amount, and fees are subject to change.

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



BUSINESS - INSURANCE (0722)



Ontario College Diploma (Online – Asynchronous)

Conestoga's online, part-time Business – Insurance program is your gateway to a rewarding career with stability and professional advancement opportunities. The need for insurance is universal, and the need for experienced and caring professionals is always on the rise. Designed to provide you with broad exposure to business practices and niche expertise, this program will connect theory with practice and will prepare you for a future in a versatile industry, allowing you to make a real difference in your community.

Admission Requirements:

- Admission Requirements: -Ontario Secondary School Diploma (OSSD), or equivalent OR 19 years of age or older with mature student status
- Grade 12 compulsory English, C (min 60%) or U (min 50%) , or equivalent, OR Conestoga College Preparatory Communications (COMM1251), or equivalent min 60%
- Grade 11 Mathematics, C (min 65%), M (U/C) (min 55%), or U (min 55%), or equivalent, OR Conestoga College Preparatory Mathematics (MATH1420 or MATH1375) min 60%

There are **24** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Insurance Fundamentals	INS1005
Marketing I	MKT1040
Essentials of Loss Adjusting	INS2000
Underwriting Essentials	INS2010
Insurance on Property	INS1010
Personal Automobile Insurance	INS3020
Introductory Financial Accounting I	ACCT1030
Introductory Financial Planning	FIN1020
Banking for Individuals and SMEs	IFIN1150
Market Analysis for Banking	MKT1660
Insurance Against Liability	INS2000
Business Mathematics I	MATH1010

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





BUSINESS - MARKETING (1242)

Ontario College Diploma (Hybrid)

Business - Marketing is a hybrid, part-time diploma program designed for people seeking a high-level overview of the marketing industry.

The program focuses on the fundamental principles of marketing and gives you hands-on skills to gain employment in the marketing industry. The program offers courses in advertising, graphic design, internet, research, sales, digital and retail while developing teamwork, communication, and general business skills.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD), or equivalent OR 19 years of age or older with mature student status
- Grade 12 compulsory English, C (60%) or U (50%), or equivalent, OR Conestoga College Preparatory Communications (COMM1251), or equivalent
- Grade 11 Mathematics, C (min 65%), M (U/C) (min 55%), or U (min 55%), or equivalent, OR Conestoga College Preparatory Mathematics (MATH1420 or MATH1375) min 60%

There are **24** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Business Computing Applications	COMP1056
Marketing I	MKT1040
Graphic Design for Marketers	MKT1150
Marketing Plan and Presentations	MKT2145
Sales	MKT2080
Advertising	MKT2460
Digital Marketing	MKT2410
Website Design for Marketers	MKT2340
Professional Selling	MKT3095
Marketing Research	MKT2030
Retail Marketing	MKT2020
Channel Marketing	MKT2400

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



BUSINESS (0062)



Ontario College Diploma (Online – Asynchronous)

Are you uncertain about the exact career path you would like to follow? This fully online, part-time program is designed to expose you to many different disciplines, ensuring diverse career opportunities. It includes courses encompassing all functional areas of business, including business accounting, marketing, sales, operations, and human resources management.

By completing this program, you will have work-ready skills that will enable you to operate in multiple business departments, return to your family business or start your own business venture.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **22** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Business Mathematics I	MATH1010
Introduction to Accounting Principles	ACCT1220
International Business	BUS2171
Career Success	CDEV1830
Macroeconomics	ECON1030
Business Law	BUS2010
Financial Management	FIN2120
Project Management	MGMT2060
Organizational Behaviour	BUS1021
College Reading & Writing Skills	COMM1085
Business Computing Applications I	COMP1056
Sales	MKT2080

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





BUSINESS ANALYSIS (1367)

Certificate (Online-Asynchronous)

Using curriculum consistent with the Business Analysis Body of Knowledge (BABOK®) from the International Institute of Business Analysis (IIBA®), graduates acquire an understanding of the functions, impact and benefits of this important role. Learners gain critical insight into how business analysts support projects at every stage — from building a business case and defining scope and requirements to managing change, communicating with stakeholders and ensuring requirements are met during testing.

This online program is designed for business analysts, project managers, operations managers, systems analysts, quality assurance analysts, marketing professionals and anyone whose role involves defining, analyzing or solving business problems.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **7** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Project Management	OLRN1510
Business Analysis Introduction	MGMT1045
Business Facilitation and Communication	MGMT1055
Business Process Modeling and Improvement	MGMT1065
Managing Requirements and Engagements	MGMT1075

Elective Options: must complete a minimum of 42 hours

Software Testing	COMP1960
Agile Methodologies	COMP1990
Business Case Development	MGMT1640

Course fees to complete this program total approximately \$2,300.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



BUSINESS FUNDAMENTALS (1187)



Ontario College Certificate (Online-Asynchronous)

Eager to pursue a career in a business environment but not sure where to start? This program focuses on the principles of accounting, marketing, operations management, and communications so you are prepared to join a variety of professional business settings. The program is also designed to be a pathway into other programs at the college should you choose to pursue further education. It is available entirely online to fit your busy lifestyle!

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Accounting Principles	ACCT1220
Business Computing Collaboration and Productivity	COMP1086
Introduction to Business	BUS1012
Career Success	CDEV1830
College Reading & Writing Skills	COMM1085
Professional Writing Skills for Business	COMM1380
Business Computing Applications I	COMP1056
Introduction to Personal Finances	FIN1100
Business Mathematics I	MATH1010
Business Mathematics II	MATH1020
Marketing I	MKT1040
Organizational Behaviour	BUS1021

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



CARDIOVASCULAR NURSING (0493)



Ontario College Graduate Certificate (Online-Asynchronous)

This unique, part-time graduate certificate program is geared to registered nurses and registered practical nurses working in, or looking to enter the field of cardiovascular or cardiac care nursing. In this program, you will focus on the care of the adult client with acute cardiovascular problems. Emphasis is placed on the anatomy and physiology of the cardiovascular system, arrhythmia interpretations, assessment skills, advanced cardiac monitoring, and client care including prevention, management and rehabilitation. All theory courses are completed online to provide flexible scheduling opportunities for the busy professional. Students will apply newly learned theory, knowledge, and skills while completing a clinical placement in the cardiovascular nursing environment. This program has been developed based on the Canadian Nurses Association exam competencies for Cardiovascular Nursing.

Admission Requirements:

- Current College of Nurses of Ontario Certificate of Registration as an RN or RPN

There are 8 courses in this program. Below are the courses required to graduate:

Courses	Code
Advanced Cardiac Arrhythmia	NURS8180
Basic Cardiac Arrhythmias	NURS8115
Coronary Care Nursing	NURS8150
ECG Interpretation	NURS8160
Field Placement I (Cardiovascular Nursing)	FPLT8195
Hemodynamic Monitoring	NURS8170
Safety in the Workplace	OHS1320
Vascular Nursing	NURS8365

Course fees to complete this program total approximately \$1,500.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: **Jennifer Harrison, jjharrison@conestogac.on.ca**



CAREER DEVELOPMENT PROFESSIONAL (0869)



Ontario College Graduate Certificate (Online-Asynchronous)

This online, part-time program prepares you to enter the career development sector. The world of work is rapidly changing, and new careers are emerging to meet current and future workforce needs. Career Development Professionals provide information, advice and guidance related to career exploration, job search, human resources and skill acquisition. Graduation from the program provides you with the full academic component and partial fulfillment of work-experience hours for certification by the Career Development Practitioners' Certification Board of Ontario (CDPCBO).

Admission Requirements:

- An Ontario College Diploma, Advanced Diploma, Degree or equivalent or a minimum of 5 (five) years of full-time work experience, within the past ten years, as an employment counsellor, career advisor, human resources professional or similar role

There are **13** courses in this program. Below are the courses required to graduate:

Courses	Code
Career Counselling and Development	CARB8090
Technology and Career Development	CARB8145
Employment Counselling Techniques	CARB8200
Employability Assessment and Case Management	CARB8155
Equity, Diversity, and Inclusion	CARB8165
Field Placement Seminar	CARB8175
Group Training and Facilitation	CARB8180
Career Counselling Techniques	CARB8190
Professional Ethics, Interviewing, and Counselling	CARB8210
Trends and Issues in the New Work Dynamic	CARB8220
Field Placement (Career Development Professional)	FPLT8070
Mental Health First Aid	HEAL1811/8110
Safety in the Workplace	OHS1320

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



CHILDREN'S MENTAL HEALTH (1390)



Certificate (Online-Asynchronous)

This part-time, online certificate program is designed for those working in healthcare and/or community services interested in working with children. Gain the relevant knowledge and skills to effectively work with infants, children, or adolescents with complicated psychiatric disorders and associated behaviours, risk factors and triggers, identifying behaviours and symptoms, family relationships, and intervention and prevention strategies.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
Risk Factors of Common Psychiatric Disorders in the Infant, Child, and Adolescent Population	OLRN1373
Prevention and Intervention Strategies - Children's Mental Health	OLRN1875
Psychiatric Disorders Common to the Infant, Child, and Adolescent Population	OLRN1885
Cognitive Development, Trauma and Loss - Children's Mental Health	OLRN1417
Family Relationships and their Impact on Psychiatric Disorders	OLRN1353

Course fees to complete this program total approximately \$2,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





CLIENT RELATIONS (1261)

Certificate (Online-Asynchronous)

This program is designed to help students strengthen their client-relations skills and build meaningful, long-lasting client relationships. Through practical strategies and techniques, students learn how to foster a positive service culture within their organizations and lead teams committed to delivering exceptional service.

The program also prepares graduates to manage challenging interactions with confidence by identifying, addressing and helping prevent confrontational situations with internal and external clients. While the skills gained are valuable across all industries, this program is especially beneficial for those working directly in the service sector, including retail, hospitality, contact centres and business offices.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 6 courses in this program. Below are the courses required to graduate:

Courses	Code
Building and Maintaining Customer Relationships	OLRN1075
Creating a Corporate Service Culture	BUS1360
Customer Service: A Modern Approach	OLRN1629
Developing Client Service Teams	OLRN1584
Introduction to Business Management and Organizational Behaviour	OLRN1470
Strategies for Fostering Client Loyalty	BUS1370

Course fees to complete this program total approximately \$2,200.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



CONSTRUCTION ESTIMATING (0873)



Certificate (Online-Asynchronous)

This program is designed for individuals working in or looking to enter the construction industry. Whether you've learned estimating skills on the job or are just starting out, this program will help you build a strong foundation in construction estimating practices.

You'll explore the key responsibilities of an estimator and gain hands-on experience with tendering documents, cost planning and control, surveying, material quantities, unit costs and bid preparation. The curriculum also covers reviewing specifications and performing quantity take-offs.

To support more accurate and informed estimating, the program incorporates essential knowledge of construction project site management, helping you refine your approach and improve project outcomes.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Cost Estimating	CONS1010
Material Estimating and Methods	CONS1020
Construction Contract Bid Management	CONS1030
Construction Job Site Management	CONS1040
Construction Drawings and Methods	CONS1090

Course fees to complete this program total approximately \$1,800.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



CONSTRUCTION PROJECT MANAGEMENT (0895)



Ontario College Graduate Certificate (Hybrid)

This one-year graduate certificate program will provide specialized and practical training in construction project management for graduates of diploma and degree programs in construction-related fields. In addition to core skills in contract administration, quality management, bidding and estimating, project planning, scheduling and risk management, you will gain knowledge in soft skills related to leadership, communication and negotiation. Learning will be enhanced through the use of case studies, group work and the submission of a final comprehensive project. This program will also prepare you to take various professional certification exams with main focus on CAPM (Certified Associate Project Manager), PMP (Project Management Professional), PQS (Professional Quantity Surveyor designation) and Gold Seal certification.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Construction Risk Management	CONS8001
Construction Procurement and Contract Administration	CONS8021
Development Economics	CONS8061
Quantity Takeoff and Measurement	CONS8121
Construction Job Site Management	CONS8211
Construction Planning and Scheduling	CONS8015
Cost Estimating and Bidding Procedures	CONS8031
Major Project in Construction Project Management	CONS8081
Leadership in Project Management	MGMT8201
Construction Methods and Techniques	CONS8241
Applied Environmental Law and Construction Safety	CONS8071
Construction Quality Management	CONS8051

Course fees to complete this program total approximately \$5,200.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: engineering@conestogac.on.ca





CREATIVE WRITING (1162)

Certificate (Online-Asynchronous)

This program is designed for anyone eager to explore their potential as a writer in a supportive, goal-oriented academic environment.

You'll begin by reviewing the basics of writing, including structure, major concepts in aesthetic criticism and managing the writing process. As you review the basics, you'll read and discuss examples from a range of genres, helping you build a well-rounded appreciation for quality in creative writing. You will also develop your own writing style by producing works suitable for publication in the venue of your choice.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
Essentials of Writing Fiction	OLRN1090
Grammar For Writing Professionals	OLRN1400
Understanding Literature	OLRN1045
Elective Options: complete a minimum of 84 hours	
Introduction to Children's Literature	OLRN1295
Poetry Writing	OLRN1040
Romance Writing	OLRN1003
Writing for Publication I	OLRN1950
Writing Short Stories	OLRN1110

Course fees to complete this program total approximately \$2,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



CRIMINAL PSYCHOLOGY AND BEHAVIOUR (1266)



Certificate (Online-Asynchronous)

This program is ideal for individuals working or volunteering in corrections, law enforcement, women's shelters or youth support programs, as well as anyone with a strong interest in criminal psychology and behaviour. It offers a deeper understanding of the psychological and social factors that contribute to criminal actions and explores why some people are drawn to individuals who exhibit deviant behaviours.

Through a research-informed approach, students examine the underlying causes of criminal behaviour and gain insights they can apply in both professional and community settings.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **7** courses in this program. Below are the courses required to graduate:

Courses	Code
Criminal Psychology – Psychopathic Minds	OLRN1150
Criminal Psychology II – Criminal Minds	OLRN1668
Cults and Terrorism	OLRN1103
Domestic and Workplace Violence	OLRN1667
Mental Health and Substance Use Issues in Justice-Involved Individuals	OLRN1657
Psychology: Understanding Ourselves and Others	OLRN1057
Sexual Violence	OLRN1656

Course fees to complete this program total approximately \$2,700.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



CYBER SECURITY (1436)



Ontario College Graduate Certificate (Online-Asynchronous)

This fully online program will provide graduates with the key concepts of information security, technical, and practical job skills necessary to secure, protect, and defend network infrastructures and an organization's valuable data assets. Students will gain a broad understanding of cyber security concepts, industry best practices for information security, and key security concepts to protect an organization against fraud, data breaches, and other vulnerabilities.

The growing internet security sector requires an in-depth understanding of cyber security issues and fundamental internet architecture and protocols. In addition, network security skills such as packet, vulnerability, exploit analysis, and cyber security research will also be discussed. Graduates will develop highly marketable skills as analysts and security specialists in the cyber security field.

Admission Requirements:

- A two- or three-year diploma or degree from an accredited college or university in information technology or computers, OR a minimum of two years of equivalent work experience
- Applicants applying without an information technology or computer-related diploma or degree must attach a current resume and a letter of application demonstrating how their experience is equivalent to a computer-related diploma or degree

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Principles of Information Security	OLRN82000
Security Policies	OLRN8210
Operating Systems Security-Windows	OLRN8220
Ethical Hacking and Network Defense	OLRN8230
Legal and Ethical Issues in IT Security	OLRN8240
Linux, Firewalls and VPNs	OLRN8250
Hacker Techniques, Tools, and Incident Handling	OLRN8260
Mobile Application Security Design	OLRN8270
Computer Forensics and Investigation	OLRN8280
Wireless and Mobile Device Security	OLRN8290
Network Security and Penetration Testing	OLRN8300
Capstone Project (Cyber Security)	OLRN8310

Course fees to complete this program total approximately \$5,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





EARLY CHILDHOOD EDUCATION (0003)



Ontario College Diploma (Online-Asynchronous)

This two-year diploma program prepares students for professional practice in the field of early learning and child care. Through interactive classroom learning and work-integrated learning (WIL) experiences, students will develop skills that will enable them to work in collaboration with families, colleagues and communities for the purpose of designing, implementing and evaluating inclusive play-based early learning programs. Building on a thorough understanding of child development and principles of responsive practice, students will work in partnership with college-operated child development centres, kindergarten classrooms, licensed early learning and care programs and community agencies in order to integrate classroom theory and practice in meaningful and engaging ways.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD), or equivalent OR 19 years of age or older with mature student status (See Mature Student definition for details.)
- Grade 12 compulsory English, C (65% minimum) or U (55% minimum), or equivalent, OR Conestoga College Preparatory Communications (COMM1251 (65% minimum)), or equivalent
- For more information on preparatory programs, visit Academic Upgrading

There are **20** courses in this program. Below are the courses required to graduate:

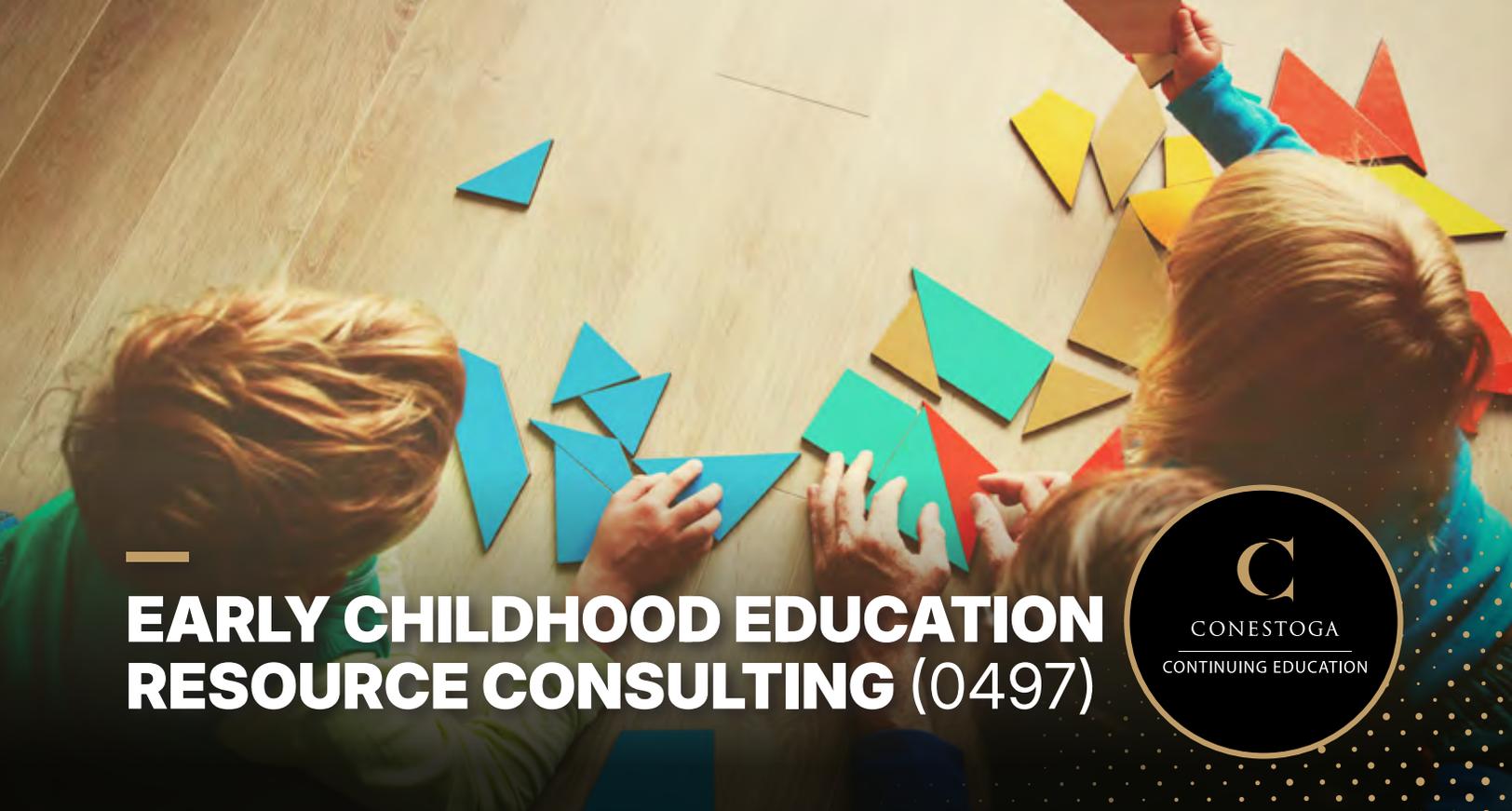
Courses	Code
College Reading & Writing Across Contexts	COMM1085
Conestoga 101	CON0101

Foundations of Curriculum, Play, and Pedagogy	ECE1025
Child Development: The Early Years	ECE1065
Introduction to Early Learning and Care	ECE1375
Field Placement I (Early Childhood Education)	FPLT1385
Safety in the Workplace	OHS1320
Health Safety & Nutrition	ECE1055
Child Development: The Later Years	ECE1075
Responsive Curriculum and Pedagogy	ECE1080
Partnership With Families	ECE1900
Field Placement II (Early Childhood Education)	FPLT1390
Child Development: A Holistic Approach	ECE2100
Integrative Curriculum and Pedagogy	ECE2210
Family and Community Collaboration in the Early Years	ECE2220
Field Placement III (Early Childhood Education)	FPLT2190
Philosophy in Practice	ECE2160
Professional Practice in the Early Years	ECE2200
Issues in Quality in the Early Years Sector	ECE2230
Field Placement IV (Early Childhood Education)	FPLT2200

Course fees to complete this program total approximately \$34,000.
 *This is an estimated amount, and fees are subject to change.

For more information, including admission requirements, course list and availability, scan the code or email: earlychildhoodeducation@conestogac.on.ca





EARLY CHILDHOOD EDUCATION RESOURCE CONSULTING (0497)

Ontario College Graduate Certificate (Online-Asynchronous)

Conestoga’s part-time Early Childhood Education Resource Consulting graduate certificate program provides early childhood educators with the specialized knowledge, skills and abilities to work with children who have special needs and their families.

Through flexible asynchronous learning delivery and integrative field placement experiences, you will develop skills that will enable you to collaborate with families, colleagues and communities to support inclusive early learning environments.

Please note that the program’s two field placement experiences must be completed in person at a college-approved agency and supervised by a qualified Resource Consultant.

Admission Requirements:

- An Ontario College Diploma, Advanced Diploma, Degree or equivalent in Early Childhood Education, recognized by the College of Early Childhood Educators Ontario

There are 8 courses in this program. Below are the courses required to graduate:

Courses	Code
The Foundations of Resource Consulting	OLRN8330
Empowering Families Through Strength-Based Approaches	ECE8240
Working with Others Through Professional Engagement	ECE8230
Adapting and Modifying Curriculum Practices	OLRN8320
Safety in the Workplace	OHS1320
Evidence-Informed Decision-Making	OLRN8340
Field Placement II (ECE Resource Consulting)	FPLT8260
Field Placement I (ECE Resource Consulting)	FPLT8250

Course fees to complete this program total approximately \$3,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



ELEARNING DEVELOPMENT (1453)



Certificate (Online-Asynchronous)

The eLearning Development certificate program equips you with the skills to create engaging and effective online learning experiences. Whether you're an educator, trainer, instructional designer or professional developing training in business or industry, this flexible online program will help you bring learning to life.

You'll gain a strong foundation in instructional design and learn how to plan, build and evaluate eLearning projects using a team-based approach. From multimedia content creation to using current and emerging technologies, you'll develop the tools to design high-quality digital learning materials that meet the needs of today's learners.

If you're ready to lead in the growing field of online education and training, this program will give you the confidence and expertise to make an impact.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **7** courses in this program. Below are the courses required to graduate:

Courses	Code
Multimedia for eLearning Developers	OLRN1409
HTML Introduction	OLRN1054
Instructional Design for Online Learning	OLRN1401
Learning Management Systems Platforms	OLRN1471
Managing an eLearning Project	OLRN1472
eLearning Tools	OLRN1476
Universal Design for Learning and Accessibility for Online Learning	OLRN1478

Course fees to complete this program total approximately \$2,700.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



FRENCH (1370)



Ontario College Certificate (Online-Asynchronous)

This fully online program is designed to enhance your French language skills in reading, writing and speaking so you can communicate effectively. Whether you're preparing for a career that requires French or planning to travel in French-speaking regions, this program provides the tools to communicate clearly and confidently.

The curriculum focuses on both verbal and written communication for personal and professional settings. Through engaging topics and practical exercises, you'll improve your grammar and gain a deeper appreciation of French culture.

This program is ideal for anyone looking to build real-world language skills in a flexible and supportive learning environment.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
French 1	OLRN1140
French 2	OLRN1240
French 3	OLRN1745
French 4	OLRN1755
French 5	OLRN1765

Course fees to complete this program total approximately \$1,900.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





FRENCH LANGUAGE (1180)

Ontario College Certificate (Online-Asynchronous)

The French Language certificate program is designed to meet the needs of individuals who desire to achieve high proficiency in the French language. Since French has been a desirable asset to individuals in Canada and world-wide, being proficient in French has become a competitive advantage not only in the business world but also to travelers interested in French culture.

This program will prepare students to be proficient in both oral and written French through six credit courses that incorporate listening, speaking, reading, and writing skills. By the end of the program, students should be able to actively participate in French conversations and acquire an appropriate understanding of the grammatical and cultural aspects that are essential for proficiency in the French language. This program has a focus on business French as well.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 6 courses in this program. Below are the courses required to graduate:

Courses	Code
French I	LANG1051
French II	LANG1061
French III	LANG1071
French IV	LANG1080
French for Business	LANG1110
French Through Media and Culture	LANG1190

Course fees to complete this program total approximately \$2,300.
***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: **Liliana Pereira Melo, Lpereiramelo@conestogac.on.ca**



FUNDRAISING MANAGEMENT (1442)



Certificate (Online-Asynchronous)

The Fundraising Management program provides the techniques and skills required by not-for-profit managers, employees, and volunteers to implement a wide variety of fundraising strategies and campaigns.

In this program, you will develop the ability to recognize opportunities and communicate with volunteers, donors, and the media. Volunteers, including board members and those directly involved in fundraising, will benefit from this program with an enhanced understanding of the various strategies and processes. This certificate also provides an excellent professional development opportunity for fundraising professionals seeking to update or refresh their skills.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 6 courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Fundraising	OLRN1208
Methods of Fundraising	OLRN1206
Strategic Management of Campaigns	OLRN1212
Donor Relationships in Fundraising	OLRN1311
Fundraising as a Management Process	OLRN1466
Applied Fundraising Practices	OLRN1591

Course fees to complete this program total approximately \$2,300.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





HEALTH OFFICE ADMINISTRATION (1047)



Ontario College Diploma (Online – Asynchronous)

In this fully online, part-time diploma, you will develop the medical base of knowledge, technical and administrative skills, and professional communication expertise required to take on more progressive responsibilities in today’s increasingly complex and dynamic healthcare environment. With a strong emphasis on problem solving, hands-on application and critical thinking, the Health Office Administration program prepares you to confidently assume administrative positions integral to the success of health care organizations.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 compulsory English, C or U, or equivalent, OR Conestoga College Preparatory Communications (COMM1251)

There are **24** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Health Care Terminology I	ADMN1360
Medical Office Administration I	ADMN1380
Office Technologies I	TECH1280
Transition to the Health Office	ADMN1390
Dental and Wellness Office Administration	ADMN1340
Communication in Health Care	ADMN1070
Hospital Unit Administration I	ADMN2270
Managing Technological Change in the Health Office	ADMN2290
Hospital Unit Administration 2	ADMN2280
Business Computing Applications	COMP1056

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





HOME INSPECTION (1107)

Certificate (Online-Asynchronous)

Conestoga College, in partnership with Carson Dunlop, is pleased to offer the Home Inspection Certificate Program. Emphasis is on practical knowledge of the performance of the systems and components of a house. This exciting program incorporates the Standards of Practice of the OAH (Ontario Association of Home Inspectors) as well as the ASHI (American Society of Home Inspectors). The Standards of Practice define a minimum and uniform standard for private, fee-paid Home Inspectors.

Home Inspections involve a visual inspection to assist home buyers/sellers by providing information related to the condition of a home prior to sale. Home Inspectors must be knowledgeable about all aspects of residential building systems and their operation. They must be able to recognize and report on conditions and/or the potential for failure. The systems and components of a house include roofing, structure, electrical, heating, air conditioning/heat pumps, plumbing, exterior, insulation and the interior. Successful completion of this program fulfills the OAH Baseline Academic Requirements.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **10** courses in this program. Below are the courses required to graduate:

Courses	Code
Communication and Professional Practice	HOME1010
Air Conditioning and Heat Pump Inspection	HOME1020
Electrical Inspection	HOME1030
Exterior Inspection	HOME1040
Heating Inspection I	HOME1050
Heating Inspection II	HOME1060
Interior and Insulation Inspection	HOME1070
Plumbing Inspection	HOME1080
Roofing Inspection	HOME1090
Structural Inspection	HOME1100

Course fees to complete this program total approximately \$3,815.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





Human Resources (0815)

Certificate (Online - Synchronous)

Looking to enter the Human Resources workforce? In this online, part-time Human Resources program you will gain a thorough understanding of topics relevant to the human resources profession, including organizational behaviour, compensation schemes, health and safety legislation, information systems for human resources, best hiring practices, and how unions relate to management. Courses in the program are approved by the Human Resources Professional Association (HRPA) as meeting the coursework requirement for the CHRP and CHRL Knowledge Exams.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **10** courses in this program. Below are the courses required to graduate:

Courses	Code
Human Resources Management	HRM2040
Compensation	HRM1050
Canadian Labour Relations	HRM2030
Organizational Behaviour	BUS1021
Accounting and Finance for the Human Resources Professional	ACCT1530
Recruitment and Selection	HRM1030
Training and Development	HRM1040
Canadian Employment Law	HRM1095
Human Resources Planning	HRM1180
Health and Safety	OHS1020

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





HUMAN RESOURCES MANAGEMENT (0965)

Ontario College Graduate Certificate (Online - Asynchronous)

This fully online, part-time program is designed to provide professionals with the essential skills and knowledge required to excel in the dynamic field of human resources. Courses in the Human Resources Management graduate certificate program are based on the Human Resources Professionals Association (HRPA) competency framework and meet the academic requirements for several HRPA professional designations.

Admission Requirements:

- Two or three-year college diploma or university degree from an accredited college or university
- OR
- Applicants with 5+ years of experience in the Human Resources field with no post-secondary credential will be considered.

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Occupational Health, Safety, and Wellness	OHS8150
Human Resources Management Consulting	HRM8500
Human Resources Data and People Analytics	MGMT8575
Accounting and Financial Management	MGMT8500
Organizational Learning	HRM8330
Human Resources Business Strategy	HRM8340
Total Rewards	HRM8350
Labour and Employee Relations	HRM8360
Human Resources Information Systems	HRM8490
Organizational Consulting Change	HRM8470
Strategic Recruitment and Selection	HRM8480
Employment Law	HRM8310

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





INSTRUCTIONAL DESIGN (1454)

Certificate (Online-Asynchronous)

The Instructional Design college certificate is for those interested in the theory, practice, and design of instructional content for a wide variety of delivery methods, such as face-to-face, online, and hybrid instruction. This program will provide the theoretical and practical foundations for the development and design of instruction and training applicable to the higher education industry, corporate training delivery, or hosting subject-specific workshops. Pedagogical theory will be coupled with practical module and course development to apply key instructional design principles.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
Instructional Design Principles	OLRN1402
Course Design for Hybrid Delivery	OLRN1404
Alignment and Assessment Strategies	OLRN1407
Digital Pedagogy	OLRN1408
Quality Assurance and Course Evaluation	OLRN1479
Project Management for Course Design	OLRN1481
Collaborative Framework: Working with Subject Matter Experts	OLRN1482
Special Topics in Course Design	OLRN1484

*Course fees to complete this program total approximately \$3,100.
This is an estimated amount, and fees are subject to change.

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





INTERIOR DECORATING - RESIDENTIAL (1528)

Certificate (Online-Asynchronous)

Upon completion of this program, students will have demonstrated the ability to apply the basic design process to create residential interior environments that are aesthetically pleasing and functional. Learn to apply the principles and elements of design and to use the design process to solve decorating challenges in a fully online environment. Students work independently and in teams to solve problems and demonstrate their design ideas. Graduates have the skills to pursue employment in various areas of the residential decorating field.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **10** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Interior Decorating	IDEC1075
Floor Plans, Space Planning, and Presentations	IDEC1055
History of Furniture and Accessories	IDEC1025
Colour and Application	IDEC1035
Fabrics and Window Treatments	IDEC1045
Interior Materials and Surfaces	IDEC1065
Fundamentals of Lighting	IDEC1085
Designing Kitchens and Bathrooms	IDEC1095
Advanced Interior Decorating	IDEC1015
Fundamentals of CAD for Interior Decorating	DRWG1255

Course fees to complete this program total approximately \$4,000.
***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



LEADERSHIP DEVELOPMENT SERIES (1258)



Certificate (Online-Asynchronous)

This part-time, online program will enhance current leadership skills and develop new skills to help meet career and organizational objectives. This program will provide a solid foundation for those looking to enter leadership positions, and for those currently in front-line or mid-level management positions. The program will build on existing skills and experience and apply those skills to workplace situations. Content includes communications, ethics, performance management, change management, team building, planning, and project management.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **10** courses in this program. Below are the courses required to graduate:

Courses	Code
Communication	MGMT1330
Employment Law for Leadership Development	MGMT1340
Project Management	MGMT1350
Human Relations	MGMT1380
Creative and Critical Thinking	MGMT1950
Performance Management	MGMT1960
Leading Teams	MGMT1980
Leading Responsibly	MGMT1990
Managing Change	MGMT1995
Finance	FIN1070

Course fees to complete this program total approximately \$3,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





LIBRARIES AND DIGITAL TECHNOLOGIES (1397)

Ontario College Graduate Certificate (Online-Asynchronous)

This program enhances students' knowledge and skills relating to technological change and the ways that digital technologies are transforming libraries and their services. Students develop the skills and digital competencies needed to explore the opportunities and potential impact of current and emerging technologies on their organization. Through active learning, a culminating activity and capstone project, students gain conceptual insight and practical leadership strategies in addressing issues relating to digital technologies in library and information environments. The pace of technological change in libraries creates challenges for Library Technicians. This program will focus on current and emerging technologies affecting their workplaces and having an impact on the collections and services they offer. Students will develop 21st-century fluency skills essential for active participation in libraries of all types. The certificate meets the need for ongoing professional development in this area and provides a pathway for college and university graduates to broaden their learning.

Admission Requirements:

- A two- or three-year diploma or a degree from an accredited college or university in the field of Library and Information Technology **OR**
- A master's degree in library science, library and information science or information **OR**
- Graduate of the Southern Ontario Library Services (SOLS) Excel, Advanced Excel or Advancing Public Library Leadership (APLL) certificate programs **OR**
- Bachelor's degree with a minimum of five years of library experience in a management or senior technical position

There are **13** courses in this program. Below are the courses required to graduate:

Courses	Code
Information Technology for Library Technicians	COMP1426
Electronic Publishing and Emerging Library Technologies	COMP1430
Online Searching	LIBR1015
Resource Description and Access I	LIBR1055
Resource Description and Access II	LIBR1065
Introduction to Metadata and Metadata Applications	LIBR1300
Strategies for Instruction for Library Technicians	LIBR1310
Digital Media in Libraries	LIBR8000
Issues in Digital Resource Management and Technologies	LIBR8010
Library Leadership in the Digital Age	LIBR8020
User Experience in Libraries	LIBR8030
Libraries and Digital Technologies Capstone I	LIBR8040
Libraries and Digital Technologies Capstone II	LIBR8050

*Course fees to complete this program total approximately \$5,800. *This is an estimated amount, and fees are subject to change.*

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



LIBRARY AND INFORMATION TECHNICIAN (1191)



Ontario College Diploma (Online-Asynchronous)

Libraries are constantly evolving in their delivery and management of information. Led by experienced librarians, this program will help prepare you for employment in academic, public, school, and special libraries, as well as other information service settings. Combining theory and hands-on practice, students will learn to acquire, organize, produce, retrieve, and disseminate information in print and electronic formats.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 Compulsory English, C or U, or Equivalent

There are **29** courses to be taken. Below are the courses required to graduate

Courses	Code
Information Technology for Library Technicians	COMP1426
Electronic Publishing and Emerging Library Technologies	COMP1430
Introduction to Libraries and the Information Industry	LIBR1000
Online Searching	LIBR1015
Reference Processes	LIBR1025
References Services and Sources	LIBR1035

Library Programming, Marketing, and Advocacy	LIBR1045
Resource Description and Access I	LIBR1055
Resource Description and Access II	LIBR1065
Library Classification	LIBR1075
Indexing and Subject Analysis	LIBR1085
Serials	LIBR1095
Acquisitions	LIBR1100
Circulation and Inter-Library Loan	LIBR1115
Library Financial Management and Budgeting	LIBR1125
Human Relations and Supervision	MGMT1600
Indigenous Perspectives for Library and Information Technicians	OLRN1647
Practical Approaches to Library Interactions	OLRN1652
Business English Skills I	OLRN1651
Placement and Career Skills for Library Technicians	OLRN2390
Safety in the Workplace	OHS1320
Field Work I	FPLT1240
Field Work II	FPLT1250

Course fees to complete this program total approximately \$10,500.
***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





MAINTENANCE MANAGEMENT PROFESSIONAL (1235)

Certificate (Online – Synchronous)

Developed and authorized by the PEMAC Asset Management Association of Canada, this online program consists of eight courses. It is designed for individuals aspiring to move into management positions in the maintenance field, existing maintenance managers seeking formal training, as well as individuals seeking the Maintenance Management Professional (MMP) professional designation. Upon graduation, you will have the knowledge and skills to drive improvements in uptime, production capacity, equipment reliability, safety, environmental compliance, economic life of assets, return on investment and effective communication between departments.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
An Integrated Strategy for Maintenance Management	PEMA0001
Production and Operations Management for the Maintenance Manager	PEMA0002
Human Resource Management for the Maintenance Manager	PEMA0003
Financial Management for the Maintenance Manager	PEMA0004
Maintenance Strategy Development	PEMA0005
Maintenance Work Management	PEMA0006
Maintenance Information Management	PEMA0007
Capstone	PEMA0008

Program Affiliations



For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



MARKETING FUNDAMENTALS (1339)



Ontario College Certificate (Online-Asynchronous)

Discover the power of marketing. Whether you're new to the field or looking to build on what you already know, this flexible online program is a great place to start. You'll explore the fundamentals of advertising, digital marketing, market research, communication and teamwork while learning how to connect with consumers, understand what drives their decisions and promote ideas effectively.

You'll also gain practical experience using social media tools, analyzing market data and developing strategies that help businesses grow. By the end of the program, you'll be ready to create a marketing plan that gets results and helps you stand out in a competitive marketplace.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD), general or advanced level, or equivalent OR 19 years of age or older

There are **11** courses in this program. Below are the courses required to graduate:

Courses	Code
Digital Marketing	MKT1440
Marketing I	OLRN1593
Marketing II	OLRN1595
Integrated Marketing Communication I	OLRN1541
Integrated Marketing Communication II	OLRN1542
Social Media Marketing	OLRN1895
Channel and Retail Marketing	OLRN1588
Professional Selling	OLRN1168
Electives:	
Marketing for Supply Chain Management (elective)	OLRN1439
Marketing a Trades Business (elective)	OLRN1492
Marketing Law (elective)	OLRN1553
Marketing Research Techniques (elective)	OLRN1574
Marketing Presentation Skills (elective)	OLRN1581

Course fees to complete this program total approximately \$4,400.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





MEDICAL DEVICE REPROCESSING (1256)

Certificate (Online-Asynchronous)

Graduates of this part-time program will acquire the knowledge and skills for career opportunities in hospitals, surgical centres and health care settings related to the sterilization, preparation and storage of equipment, instruments and supplies. Students will learn critical techniques in safe handling of instrumentation, infection control and aseptic techniques.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 8 courses in this program. Below are the courses required to graduate:

Courses	Code
Medical Terminology	OLRN1641
Human Relations	OLRN1226
Microbiology Infection and Control	HEAL1321
Identification, Care and Handling of Instrumentation	HEAL1331
Decontamination Principles, Procedures and Practices	HEAL1341
Assembly, Wrapping and Packaging of Instrumentation, Supplies and Patient Care Equipment	HEAL1351
Disinfection and Sterilization Concepts and Techniques	HEAL1361
Sterile Storage, Inventory Control and Management of Resources	HEAL1371

Course fees to complete this program total approximately \$3,000.
*This is an estimated amount, and fees are subject to change.

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



MEDICAL OFFICE PRACTICES (1308)



Ontario College Certificate (Online-Asynchronous)

Do you have an interest in working in the Health Services field as the first point of contact for clients and patients? In this program you will gain a working knowledge of the medical terminology, computer technologies, and office practices vital to today's busy medical, dental, and wellness offices.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 English, C or U, or equivalent, OR Conestoga College Preparatory Communications (COMM1251)

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Health Care Delivery Systems	ADMN1030
Health Care Terminology 1	ADMN1360
Medical Office Administration 1	ADMN1380
Fundamentals of Effective Written Communication	COMM1410
Business Computing Applications I	COMM1056
Office Technologies 1	TECH1280
Dental and Wellness Office Administration	ADMN1340
Health Care-Terminology 2	ADMN1370
Transition to the Health Office	ADMN1390
College Reading & Writing Skills	COMM1085
Medical Office Admin 2	COMP1603
Office Technologies 2	TECH1460

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



MEDICAL OFFICE SKILLS (1430)



Certificate (Online-Asynchronous)

This program provides administrative professionals with the basic administrative skills to support medical office routines. Students will be introduced to the basics of OHIP billing, patient scheduling and medical records management. Additionally, students will learn how to support patients during a variety of medical tests and develop a fundamental knowledge of pharmacology relevant to the role of the medical office administrator. The program provides students with a foundation of medical terminology, common medical conditions, and the common diagnostic tests and treatments associated with these conditions.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
Medical Terminology	OLRN1641
Medical Terminology-Level II	OLRN1955
Medical Office Procedures	OLRN1263
Medical Conditions for Medical Office Professionals	OLRN1630
Medical OHIP Billing	OLRN1643
Pharmacology for Medical Office Professionals	OLRN1700
Electives:	
Understanding Medical Tests for Medical Office Staff	OLRN1850
Understanding Surgical Procedures for Medical Office Staff	OLRN1860

Course fees to complete this program total approximately \$2,650.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



MICROSOFT OFFICE SPECIALIST (1263)



Certificate (Online-Asynchronous)

This program is designed to enhance software application skills, which are essential in today's competitive workplace. Study an overview of the Microsoft Office Suite of software, followed by separate study segments of Word, Excel, Access, PowerPoint, and an integration course that allows you to integrate the different applications.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Computers	OLRN1480
Access Core	OLRN1981
Excel Core	OLRN1293
Excel Expert	OLRN1303
PowerPoint	OLRN1710
Word Core	OLRN1768
Word Expert	OLRN1941
Software Application Integration	COMP1268

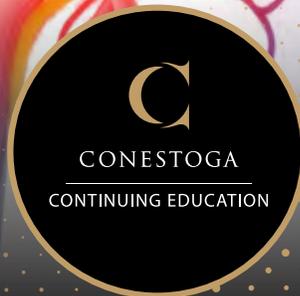
Course fees to complete this program total approximately \$3,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



NEPHROLOGY NURSING (1435)



Certificate (Online-Asynchronous)

The number of Canadians at risk for or living with chronic kidney disease (CKD) is on the rise, due in part to the aging of the population and the prevalence of diabetes and hypertension. This fully online program prepares nurses to deliver kidney care to affected patients across all stages of the kidney care journey, from early detection through dialysis, palliative care and transplant. It provides nurses with the knowledge they require to promote and deliver competent, safe and ethical care to those at risk for developing or affected by renal disease and/or insufficiency.

A person-centred paradigm of care underpins the students' approach to advancing health promotion, disease prevention, and management throughout the lifespan and across the continuum of care. Grounded in an evidence-based approach to care, emphasis is placed on developing clinical excellence in the provision of specialized nephrology nursing. Interventions that support patient empowerment and strengths-based approaches and strategies to improve self-management are explored.

Students learn how an optimized inter-professional collaborative practice model can best support an individualized and comprehensive approach to care. Curriculum has been designed and developed in accordance with the Canadian Nurses Association (CNA) nephrology nursing competencies and standards of practice established by the Canadian Association of Nephrology Nurses and Technologists (CANNT).

Admission Requirements:

- Current College of Nurses Certificate of Registration as a Registered Nurse or Registered Practical Nurse
- Applicants possessing degrees/diplomas from institutions where the language of instruction was not English will be required to provide test scores as evidence of their English language proficiency

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
Nursing Care Across the Kidney Disease Trajectory	OLRN1334
Renal Replacement Therapies – Nursing Care of Peritoneal Dialysis Patient	OLRN1341
Renal Replacement Therapies – Nursing Care of Hemodialysis Patient	OLRN1342
Renal Replacement Therapies – Nursing care of Transplant Patient	NURS1550
Living with Chronic Kidney Disease	NURS1650
Mentored Knowledge Integration Project	NURS1570
Normal and Abnormal Kidney Function	OLRN1333
Nursing Care Across the Kidney Disease Trajectory	OLRN1334

*Course fees to complete this program total approximately \$2,800.
This is an estimated amount, and fees are subject to change.

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



OCCUPATIONAL HEALTH, SAFETY AND WELLNESS (1395)



Ontario College Graduate Certificate (Online–Asynchronous)

The Occupational Health, Safety and Wellness (OHSW) graduate certificate part-time program is fully online and provides you with the specialized knowledge and skills required to monitor the safety of people at work and assess related workplace hazards. Students will explore the management skills required to lead the development, implementation and evaluation of workplace safety, health and wellness programs across all sectors.

Admission Requirements:

- A two or three-year diploma or a degree from an accredited college or university

OR

- Applicants with 5+ years of experience in the Health & Safety field with no postsecondary credential will be considered

There are **13** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Organizational Effectiveness	BUS8560
Introduction to Project Management	MGMT8300
Consulting Proposal	OHS8040
Ergonomics	OHS8090
Workplace Health Promotion (Wellness)	OHS8130
Introduction to Occupational Health, Safety & Wellness	OHS8250
Career Management	CDEV8132
Program Design, Implement & Evaluation	OHS8030
Hazard Identification and Applied Safety Processes	OHS8050
Risk Management & Emergency Preparedness (Safety)	OHS8080
Consulting Project	OHS8100
Disability Management & RTW	OHS8120
Health and Safety Admin & Mgmt	OHS8260

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



OFFICE ADMINISTRATION EXECUTIVE (1096)



Ontario College Diploma (Online-Asynchronous)

Today's competitive global businesses need office professionals that are prepared to manage the administrative tasks that support their challenging, dynamic office environments. In this diploma program, you will develop your technical, communication and interpersonal skills. With a wide variety of hands-on practical experience built into the program and emphasis on critical thinking, ethical decision-making and problem-solving skills, you will be prepared to meet the demands of today's dynamic office environment. At the end of the program, you will have the opportunity to showcase your skills by participating in a 105-hour field placement position in a local business.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 compulsory English, C or U, or equivalent, OR Conestoga College Preparatory Communications (COMM1270)

There are **25** courses in this program. Below are the courses required to graduate:

Courses	Code
Foundations of Business Math	MATH1820
Introduction to Office Technology	TECH1440
Keyboarding Techniques I	ADMN1117
Office Procedures I	BUS1095
Advanced Spreadsheets	COMP1631
Financial Procedures for Office Settings	FIN1110
Advanced Office Technology	TECH1450
Advanced Keyboarding	ADMN2000
Office Procedures II	ADMN2190

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



OFFICE ADMINISTRATION - GENERAL (1095)



Ontario College Certificate (Online–Asynchronous)

In this fully online, part-time program, you will develop the necessary technical, organizational, and interpersonal skills to enhance your role as an effective office team member. With a variety of hands-on practical experience and creative thinking skills, you will be trained to meet the demands of today's challenging work environment. These courses align with the Level 1 and Level 2 courses offered in the Office Administration - Executive and Office Administration - Legal Programs. You can choose to continue to complete your diploma upon completion of the Office Administration – General certificate.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 compulsory English, C or U, or equivalent OR Conestoga College Preparatory Communications (COMM1270)

There are **13** courses in this program. Below are the courses required to graduate:

Courses	Code
Document Processing	ADMN1305
Interpersonal & Group Dynamics	COMM1030
Business Computing Applications 1	COMP1056
Presentation Software	COMP1355
Business Mathematics	MATH1010
Intro to Office Technology	TECH1440
Keyboarding Techniques 1	ADMN1117
Office Procedures 1	BUS1095
Career Success	CDEV1830
College Reading & Writing Skills	COMM1085
Advanced Spreadsheets	COMP1631
Financial Procedures for Office Settings	FIN1110
Advanced Office Technology	TECH1450

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



OFFICE ADMINISTRATION LEGAL (1098)



Ontario College Diploma (Hybrid)

The hybrid, part-time Office Administration – Legal program provides you with a specialization in legal administrative processes and procedures to meet the needs of an increasingly global and technologically advancing legal industry. You will build strong technological, administrative and communication skills, and are introduced to office procedures specific to the legal environment. Also, you will apply substantive and procedural law to the production of legal documentation in family law, litigation, real estate, wills and estates, corporate law and immigration law.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 compulsory English, C or U, or equivalent, OR Conestoga College Preparatory Communications (COMM1251)

There are **27** courses in this program. Below are the courses required to graduate:

Courses	Code
Document Processing	ADMN1305
Business Mathematics I	MATH1010
Legal Office Procedures	BUS1395
Financial Procedures for Office Settings	FIN1110
Legal Office Communications	ADMN2220
Litigation I	LAW1540
Family Law	LAW2165
Real Estate I	LAW2380
Corporate Law	LAW2185
Wills and Estates	LAW2195
Immigration Law	LAW2445
Organizational Behaviour	BUS1021

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





PALLIATIVE CARE (1253)

Certificate (Online-Asynchronous)

Compassionate care at life's most critical moments. This program is designed for those who support individuals and families through the final stages of life, including RPNs, PSWs, orderlies, volunteers, support workers and members of the clergy. You'll deepen your understanding of end-of-life care and build the skills to provide support that is compassionate, holistic and dignified.

Through a blend of theory and practical strategies, you'll learn how to manage symptoms, address emotional and spiritual needs and communicate with empathy and respect. You'll explore cultural and personal perspectives on death and bereavement and learn how to navigate ethical challenges with sensitivity. The program also emphasizes the importance of community resources and collaborative care in enhancing comfort and quality of life.

If you're committed to making a meaningful difference for individuals facing terminal illness, this program will give you the tools to provide care that truly matters.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent
OR 19 years of age or older

There are 5 courses in this program. Below are the courses required to graduate:

Courses	Code
Orientation to Palliative Care	PALL1060
Psychological and Social Implications of Palliative Care	PALL1020
Comfort Measures	PALL1030
Ethical, Legal, and Spiritual Concerns	PALL1040
Palliative Care Communications	PALL1070

Course fees to complete this program total approximately \$1,500.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





PARAMEDIC LEADERSHIP FUNDAMENTALS (1342)

Certificate (Online-Asynchronous)

Step into leadership in paramedic services. If you're a paramedic looking to move into a leadership role, this program is designed for you. It builds on your existing skills and experience and helps you develop the confidence and capability needed to lead in your field.

Throughout the program, you'll explore real-world challenges and learn practical strategies to address them. Critical thinking is integrated throughout the curriculum, supporting sound decision-making under pressure and helping you adapt to complex situations with confidence.

Along with leadership and operational skills, the program covers key aspects of employment law as it applies to managing people in a paramedic service environment. You'll gain a practical understanding of legal responsibilities and how to navigate them effectively as a leader.

By the end of the program, you'll be equipped with a well-rounded set of leadership tools you can apply immediately in your current role or use to take the next step in your career.

Admission Requirements:

- Current Advanced Emergency Medical Care Attendant (A-EMCA) certificate or equivalent

There are 9 courses to be taken. Below are the required courses to graduate:

Courses	Code
Communication	MGMT1330
Employment Law for Leadership Development	MGMT1340
Project Management	MGMT1350
Creative and Critical Thinking	MGMT1950
Performance Management	MGMT1960
Leading Teams	MGMT1980
Fundamental Skill Consolidation – Paramedic Leadership	MGMT1310
Elective Options: students must complete a minimum of 60 hours	
Human Relations	HRM1380
Leading Responsibly	MGMT1990
Managing Change	MGMT1995

Course fees to complete this program total approximately \$2,500.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



PAYROLL AND BOOKKEEPING (1556)



Ontario College Diploma (Online – Asynchronous)

This fully online, part-time Ontario College Diploma program provides the necessary skills and knowledge to perform effectively in entry level bookkeeping positions, as well as providing a solid knowledge of the payroll functions within organizations and the skills to perform the payroll and accounting tasks for manual and computerized systems. Graduates who meet the National Payroll Institute (NPI) minimum grade requirements will be eligible to become a Payroll Compliance Professional (PCP) with 12 months of related work experience.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older
- Grade 12 compulsory English, C or U, or equivalent, OR Conestoga College Preparatory Communications (COMM1251)

There are **24** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Personal Tax Returns	ACCT1520
Payroll Compliance Legislation	CPAY1000
Excel in Accounting	ACCT1495
Applied Payroll Software	ACCT2460
Payroll Fundamentals I	CPAY1010
Compensation	HRM1050
Canadian Employment Law	HRM1095
Human Resources Management	HRM2040
Fundamentals of Employee Benefits Program	HRM1110
Introduction to Management for Payroll Professionals	MGMT1495

Additional membership fees for the NPI are included in course tuition.

Program Affiliations



For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



PAYROLL ADMINISTRATION (1539)



Certificate (Online – Asynchronous)

This part-time certificate program was created in partnership with the National Payroll Institute (NPI) and courses in this program prepare students for their Payroll Compliance Practitioner (PCP) designation. You will gain a diverse set of skills and specific accounting, payroll and legislative knowledge to meet all elements of the payroll cycle with compliance. You will also learn industry trends and best practices related to compensation and benefits within organizations.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **7** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Introductory Financial Accounting I	ACCT1030
Business Computing Applications I	COMP1056
Customer Service and Ethics	OLRN1589
Payroll Compliance Legislation	CPAY1000
Payroll Fundamentals I	CPAY1010
Payroll Fundamentals II	CPAY2000
Compensation	HRM1050

Additional membership fees for the NPI are included in course tuition.

Program Affiliations



For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



PAYROLL MANAGEMENT (1486)



Certificate (Online – Asynchronous)

Are you a Payroll Compliance Professional (PCP) certification holder looking to enter a management position? This online, part-time program was designed in partnership with the National Payroll Institute (NPI) to prepare you for your Payroll Leadership Professional (PLP). By completing this program, you will be prepared to develop and implement best practices with a payroll department by monitoring, motivating, assessing, and supervising personnel. In this program you will build on your current skillset by covering core management subjects that are essential to effective leadership. This program is available online to fit your busy lifestyle!

Admission Requirements:

- Successful completion of Conestoga College's Payroll Administration program
- OR Payroll Compliance Practitioner (PCP) certification through the National Payroll Institute

AND

- Minimum 2 years experience being responsible for an organization's payroll function, or equivalent experience obtained in the past 5 years.

There are **6** in this program. Below are the courses required to graduate:

Courses	Code
Applied Managerial Accounting	ACCT2460
Organizational Behaviour	BUS1021
Fundamentals of Employee Benefits Program	HRM1110
Introduction to Payroll Management	CPAY1020
Applied Payroll Management	CPAY1030
Canadian Employment Law (Elective)	HRM1095
Human Resources Management (Elective)	HRM2040

Additional membership fees for the NPI are included in course tuition.

Program Affiliations



For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





PERSONAL SUPPORT WORKER (1165)

Ontario College Certificate (Hybrid)

Personal Support Workers (PSWs) make a meaningful difference in the lives of those in need by providing essential person-centered care and support across the lifespan in a variety of environments, including long-term care, homecare, community and/or hospital settings. Becoming a PSW means that you will be helping and caring for others while working in an in-demand profession.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
College Reading & Writing Across Contexts	COMM1085
Conestoga 101	CON0101
Safety in the Workplace	OHS1320
Supportive Care Theory and Practice	PSW1317
Structure and Function of the Body for Person Centered Care	PSW1367
Professional Practice	PSW1378
Mental Health and Dementia Care	PSW1635
Field Placement (Personal Support Worker)	FPLT1687
Field Placement II (Personal Support Worker)	FPLT1707
Palliative and Community Care	PSW1690
Personal Support Worker Campus Clinical	PSW1715
Supportive Care Theory and Practice II	PSW1727

Course fees to complete this program total approximately \$4,900.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: PSWinfo@conestogac.on.ca



PROFESSIONAL ACCOUNTING PRACTICE (1568)



Ontario College Graduate Certificate (Online–Asynchronous)

If you are a motivated individual looking for an exciting career in accounting, this program is for you. This fully online, part-time program prepares you to pursue a professional accounting career leading to the attainment of the Chartered Professional Accountant (CPA) designation. You will develop an in-depth understanding of financial statement preparation, financial reporting, managerial accounting, and corporate finance. Through case studies, group projects, and interactive online content, you will develop the analytical and practical skills needed to succeed.

Admission Requirements:

- Ontario College Diploma, Advanced Diploma, Degree or equivalent
- Applicants with 5+ years of experience in accounts receivable/payable, bookkeeping, client billing, financial analysis or general accounting with no post-secondary credential will be considered

There are **17** courses in this program. Below are the courses required to graduate:

Courses	Code
Managerial Accounting I	ACCT8145
Data Analytics and Information Systems	ACCT8155
Introductory Financial Accounting	ACCT8175
Intermediate Financial Accounting Part 1	ACCT8185
Intermediate Financial Accounting Part 2	ACCT8195
Managerial Accounting II	ACCT8250
Performance Management Accounting	ACCT8260
Taxation I	ACCT8270
Taxation II	ACCT8280
Auditing	ACCT8290
Financial Reporting – Advanced Financial Accounting	ACCT8310
Business Law	BUS8131
Effective Writing and Presentation for Business	COMM8041
Information Technology	COMP8070
Economics	ECON8070
Corporate Finance	FIN8105
Statistics	STAT8080

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





PROJECT MANAGEMENT (1298)

Ontario College Graduate Certificate (Online – Asynchronous)

In this online, part-time graduate certificate Project Management program, you will learn how to manage simple to complex projects from start to finish and become a critical part of an organization’s most exciting achievements. Learn organizational Agility with practices such as Scrum, and develop the skills you need to oversee project management activities such as planning, managing scope, costs, and time while balancing client expectations.

Admission Requirements:

- A two- or three-year diploma or a degree from an accredited college or university.
- Applicants with 5+ years of experience in the Project Management field with no post-secondary credential will be considered

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Project Management – Capstone	MGMT8460
Project Leadership and Team Management	MGMT8295
Agile Project Management	MGMT8750
Project Management – Applied Project	MGMT8560
Project Risk and Issues Management	MGMT8370
Project Planning – Scope and Quality	MGMT8310
Project Planning – Schedule and Budget	MGMT8360
Business Operations	MGMT8340
Stakeholder Management	MGMT8320
Advanced Project Planning and Control	MGMT8400
Introduction to Project Management	MGMT8300
Effective Writing	COMM8041

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



QUALITY ASSURANCE (1546)



Certificate (Online-Asynchronous)

This part-time program would be of interest to people employed in quality engineering functions - quality control and quality assurance, receiving and in-process inspection, and to co-ordinate measuring machine operators, manufacturing technicians and technologists. Topics in quality control and assurance are covered in depth and in a practical and realistic manner. On completion of the program, the graduate will be able to apply the proper techniques and procedures to solve practical manufacturing problems with respect to quality.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Geometric Dimensioning and Tolerancing	DIMM1090
Metrology	MECH1030
Applying Statistics	STAT1020
Computer Applications in Quality Assurance	QUAL1020
Fundamentals of Quality Assurance	QUAL1030
Principles of Quality Assurance	QUAL1040
Basic Concepts of Reliability	QUAL1060
Design of Experiments - Basic	QUAL1075
Total Quality Management	QUAL1090
QMS Process Auditing	QUAL1100
Introduction to Six Sigma	QUAL1160
Process Capability and Measurement Systems Analysis	QUAL1410

Course fees to complete this program total approximately \$4,100.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



RECORDS AND INFORMATION MANAGEMENT (1265)



Certificate (Online-Asynchronous)

In a world where information is growing more complex and digital by the day, skilled records professionals are in high demand. This program prepares you to manage physical and electronic records with confidence in business, non-profit and government settings.

You'll learn how to design and maintain records systems, develop retention and destruction policies, and implement storage solutions that follow industry best practices. You'll also explore vital records protection, archival practices, and the impact of privacy, copyright and access legislation.

With a strong focus on research and professional reporting, this program equips you with the tools to support compliance, efficiency and long-term stewardship of information.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **6** courses in this program. Below are the courses required to graduate:

Courses	Code
Archives	LIBR1150
Records and Information Management Fundamentals	LIBR1260
Active Records Management	LIBR1270
Document Management Technology	LIBR1280
Organizational Business Communications	COMM1750
Researching and Reporting	LIBR1290

Course fees to complete this program total approximately \$2,310.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





REGISTERED NURSE - CRITICAL CARE NURSING (0479)

Ontario College Graduate Certificate (Online-Asynchronous)

Through theory and supervised clinical practice using the nursing process, you will focus on stabilizing and caring for the critically ill adult client. Because the program has a flexible curriculum design, it will meet the needs of both the experienced critical care nurse and novice nurse who wants to move into this specialty area.

Note: All courses require College of Nurses registration. RPN's are eligible to take individual courses but they are not eligible to register or complete the program certificate at this time.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **12** courses in this program. Below are the courses required to graduate:

Courses	Code
Physiological Concepts of Critical Care I	NURS8431
Basic Cardiac Arrhythmias	NURS8115
Physiological Concepts of Critical Care II	NURS8441
Hemodynamic Monitoring	NURS8170
Coronary Care Nursing	NURS8150
Gastrointestinal Nursing	NURS8405
Renal Nursing	NURS8410
Pulmonary Nursing	NURS8460
Neurological Nursing	NURS8420
Professional Issues in Critical Care	NURS8395
Safety in the Workplace	OHS1320
Field Placement (RN Critical Care Nursing)	FPLT8160

Course fees to complete this program total approximately \$3,800.
***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: **Jennifer Harrison, jjharrison@conestogac.on.ca**



SOCIAL MEDIA MARKETING (1537)



Ontario College Graduate Certificate (Online–Asynchronous)

This program prepares you to become a social media marketing leader and strategist in this dynamic and fast-paced field, developing and executing integrated social media marketing plans. You will have the opportunity to set up and maintain a multi-platform social media presence, while gaining hands-on experience in content creation, community management, social engagement, reputation management, and crisis prevention.

Admission Requirements:

- Ontario College Diploma, Ontario College Advanced Diploma, Degree, or equivalent
- Applicants with 5+ years of experience in the marketing communications field with no postsecondary credential will be considered.

There are **16** courses in this program. Below is a sample of courses required to graduate:

Courses	Code
Social for Business	BUS8640
The Art of Storytelling (Digital Age)	COMM8410
Video Production	MDIA8100
Social Media Platforms	MDIA8110
Channel Management: Facebook	MGMT8840
Building Personal Brands and Global Audiences	MGMT8850
Channel Management: LinkedIn/Blogging	MGMT8870
Channel Management: Instagram	MGMT8880
Channel Management: YouTube	MGMT8860
Campaign Creation and Community Management	MGMT8900
Marketing in a Digital World	MKT8300
Branded Content Creation	MKT8310
Online Marketing	MKT8320
Digital Marketing Channels	MKT8330
Social Media Strategist	MKT8340

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca





SPANISH LANGUAGE (1181)

Certificate (Online-Asynchronous)

Spanish proficiency is a competitive advantage whether you're considering it for personal enrichment, travel, or career advancement. This program will prepare you to speak, read, write, and listen at an upper intermediate level of Spanish. You'll progress from introductory Spanish to developing written and spoken Spanish language through critical observation of media, realistic conversations, social activities, and exploration of Spanish in today's business world.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
Spanish Through Media and Culture	LANG1520
Spanish I	LANG1031
Spanish II	LANG1041
Spanish III	LANG1090
Spanish IV	LANG1140

Course fees to complete this program total approximately \$1,200.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: **Krista Allen, kallen@conestogac.on.ca**



TEACHER/TRAINER FOR ONLINE LEARNING (1179)



Certificate (Online-Asynchronous)

This program has been designed to provide teachers and trainers with the knowledge and skills to develop and deliver online courses for adults. The emphasis of the program will be on adult learning principles as well as instructional strategies and assessment tools for online delivery. This program is delivered entirely online to give the learner practical experience of internet-based courses. As the demand for online learning increases, the need for qualified online instructors also increases.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **8** courses in this program. Below are the courses required to graduate:

Courses	Code
Adult Learning	OLRN1995
Adults with Learning Disabilities	OLRN1780
Assessment and Evaluation	OLRN1050
Curriculum Development	OLRN1200
Learning Management Systems Platforms	OLRN1471
Instructional Techniques	OLRN1460
Instructional Technology in Adult Education	OLRN1760
Managing a Diverse Learning Environment	OLRN1046

Course fees to complete this program total approximately \$2,900.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



TEACHING ENGLISH AS A SECOND LANGUAGE (1008)



Ontario College Graduate Certificate (Online-Asynchronous)

Do you want to make a difference? Do you want to teach English as a second language? Become one of Conestoga's grads, teaching and managing ESL programs throughout Ontario. This program includes applied in-class and practicum experience and is recognized by TESL Canada (Standard II) and by TESL Ontario.

Practicum placements occur in community-based programs such as Language Instruction for Newcomers to Canada (LINC) and/or within English for Academic Purposes (EAP) settings at college or university, preparing students for today's world of English language learning and teaching in Canada or abroad.

Admission Requirements:

- A three- or four-year bachelor's degree, master's degree, or PhD from accredited institution(s) located in Canada that includes a combined three years of in-person instruction in English as the language of instruction
- A degree deemed equivalent through a Comprehensive or course-by-course report from a member agency of the Alliance of Credential Evaluation Services of Canada (ACESC), such as
 - World Education Services ([WES](#))
 - International Credential Assessment Service of Canada ([ICAS](#))
 - Comparative Education Service ([CES](#))

There are **9** courses in this program. Below are the courses required to graduate:

Courses	Code
Foundations for English Language Teaching I	TESL8200
Teaching the Four Language Skills I	TESL8215
The Structure and Sound of English I	TESL8225
Safety in the Workplace	OHS1320
Field Placement I (TESL)	FPLT8300
Foundations for English Language Teaching II	TESL8245
The Structure and Sound of English II	TESL8250
Teaching the Four Language Skills II	TESL8260
Field Placement II (TESL)	FPLT8310

Course fees to complete this program total approximately \$5,300.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



THANATOLOGY (DEATH AND DYING) (1287)



Certificate (Online-Asynchronous)

This program aims to promote awareness and understanding of death and how it affects individuals. Courses in the program focus on grief and bereavement issues, communication strategies and religious philosophies of dying and death from the perspective of both the dying and the bereaved. Graduates of this unique program will have the skills and experience to better understand, support and care for those facing or coping with death.

The program is ideal for individuals who work with the terminally ill or their families and for those who provide support or assistance to those affected by death, including police officers, teachers, paramedics, social workers and employees in hospitals, hospices and long-term care facilities. These courses would also help family, friends and caregivers of the dying or deceased cope with and manage death.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **5** courses in this program. Below are the courses required to graduate:

Courses	Code
Introduction to Thanatology	HEALL1500
Cultural Thanatology	HEAL1511
Grief Literacy: Exploring Loss and Bereavement	HEAL1521
Bereavement Support and Therapies	HEAL1530
Thanatology: Reflection and Lived Experience	HEAL1540

Course fees to complete this program total approximately \$1,900.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





VICTIMOLOGY (1408)

Certificate (Online-Asynchronous)

This online program will benefit professionals within a variety of occupational fields, providing services to victims of crime, including social services, child protection, crisis response, the criminal justice system and in policy areas related to victimization. Students develop an understanding of victims’ rights, sudden and traumatic loss, victim populations, crime and its effects on victims in the criminal justice system. History and theories of victimization are explored along with victim services agencies in the planning, delivery and evaluation of victim services and advocacy. Specific course emphasis is given to issues such as childhood physical and sexual abuse, intimate partner violence and sexual assault.

Admission Requirements:

- University degree in one of the following fields of study: social work, criminology, law, psychology, counselling, nursing, or sociology, **OR**
- A college diploma in social services, youth services, police foundations, early childhood education, or community and justice services
- Credentials earned outside of Canada must be evaluated by [WES](#) or [ICAS](#), or applicants can request a credential evaluation through the college using the [Assessment of International Credentials for Admissions and Credit Transfer](#)

There are **8** courses to be taken. Below are the required courses to graduate:

Courses	Code
Victimology: Theoretical Perspectives	OLRN1412
Victims of Crime	OLRN1547
Victimization and the Law	OLRN1483
Childhood Victimization	OLRN1497
Diversity and Victim Assistance	OLRN1533
Victimology: Assessment and Intervention	OLRN1537
Elective Option: must complete one course	
Violence Against Women	OLRN1493
Men and Victimization	OLRN1547

Course fees to complete this program total approximately \$2,950.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





VOLUNTEER MANAGEMENT (1239)

Certificate (Online-Asynchronous)

The three-course online Volunteer Management certificate program is the longest-running program (since 1984) and the only one in Canada with a national Volunteer Management Professionals of Canada (VMPC) partnership.

The courses align with the accepted professional and program standards established by the VMPC, Volunteer Canada and the National Occupational Standards. This program will provide you with the knowledge, resources, and tools to be effective, creative and inspiring managers of volunteers. It is delivered online and can be completed within a year.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **3** courses in this program. Below are the courses required to graduate:

Courses	Code
Volunteer Management Foundations	VOLM1105
Volunteer Management Core Skills	VOLM1115
Volunteer Management Applications	VOLM1125

Course fees to complete this program total approximately \$1,200.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: ContactCE@conestogac.on.ca



WASTEWATER COLLECTION AND TREATMENT SYSTEMS OPERATIONS (1544)



Certificate (Online-Asynchronous)

This part-time online certificate program provides learners with the knowledge of practices, theories, and applications relevant to wastewater collection and treatment systems. Students will be introduced to concepts in wastewater treatment as applied to municipal and compatible industrial environmental systems, and will explore support systems mainly pertaining to pumps, motors, and processes in wastewater collection and treatment. Graduates of this program will have sufficient knowledge to write various level certification examinations. Courses within this program may also be of interest to wastewater operators who are seeking continuing education units (CEUS) that are recognized by the Ontario Water Wastewater Certification Office (OWWCO).

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 6 courses in this program. Below are the courses required to graduate:

Courses	Code
Applied Mathematics for Water and Wastewater	OLRN1521
Applied Hydraulics for Water and Wastewater	OLRN1528
Wastewater Treatment Certification Level I & II	OLRN1531
Wastewater Treatment Certification Level III & IV	OLRN1532
Wastewater Collection Certification Level I & II	OLRN1534
Wastewater Operator-in-Training Certificate Preparation	OLRN1536

Course fees to complete this program total approximately \$3,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca



WATER TREATMENT AND DISTRIBUTION SYSTEM OPERATIONS (1545)



Certificate (Online-Asynchronous)

This part-time online certificate program provides learners with the knowledge and skills required to work in the water treatment operations industry, an industry which plays a critical role in protecting public health and the natural environment through the responsible treatment of drinking water. To enter the operating profession, individuals must become certified. Graduates of this program will have sufficient knowledge to write various level certification examinations. Courses within this program may also be of interest to water operators who are seeking director-approved continuing education units (CEUS) that are recognized by the Ontario Water Wastewater Certification Office (OWWCO).

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are 6 courses in this program. Below are the courses required to graduate:

Courses	Code
Drinking Water Operator-in-Training Certification Preparation	OLRN1126
Applied Mathematics for Water and Wastewater	OLRN1521
Applied Hydraulics for Water and Wastewater	OLRN1528
Water Distribution Certificate I & II	OLRN1529
Water Treatment Certification Level I & II	OLRN1538
Water Treatment Certification Level III & IV	OLRN1539

Course fees to complete this program total approximately \$3,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca





WRITING TO PUBLISH (1264)

Certificate (Online-Asynchronous)

This program offers aspiring writers the opportunity to strengthen their skills and gain insight into the publishing industry. Students learn to write with clarity and purpose, edit their work for accuracy and navigate the process of submitting manuscripts for publication.

Whether you want to refine your craft or take the next step toward becoming a published author, this program provides the tools and guidance to help you succeed.

Admission Requirements:

- Ontario Secondary School Diploma (OSSD) or equivalent OR 19 years of age or older

There are **6** courses in this program. Below are the courses required to graduate:

Courses	Code
Grammar for Writing Professionals	OLRN1400
Understanding Literature	OLRN1045
Writing for Publication I	OLRN1950
Writing for Publication II	OLRN1960
Technical Communications	OLRN1810
Writing Short Stories	OLRN1110

Course fees to complete this program total approximately \$2,000.

***This is an estimated amount, and fees are subject to change.**

For more information, including admission requirements, course list and availability, scan the code or email: OntarioLearn@conestogac.on.ca

