

RECRUITMENT AGENT

UGANDA / EAST AFRICA

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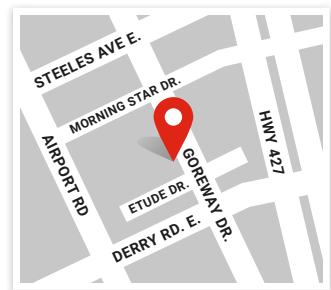


## COURSE CALENDAR

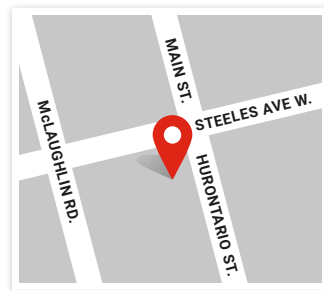




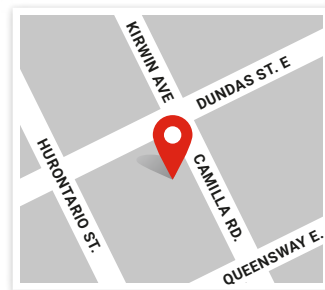
## CIMT College Campus Locations



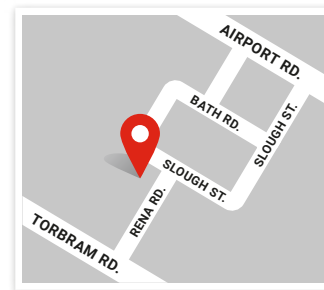
**Malton**  
7200 Goreway Drive  
Mississauga, ON L4T 2T7  
Fax: 905-671-3332



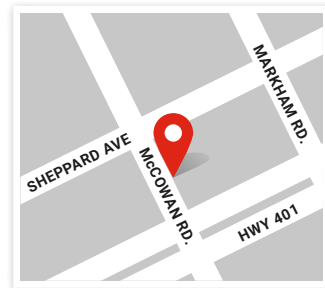
**Brampton**  
7900 Hurontario Street, Suite 1  
Brampton, ON L6Y 0P6  
Fax: 905-671-3332



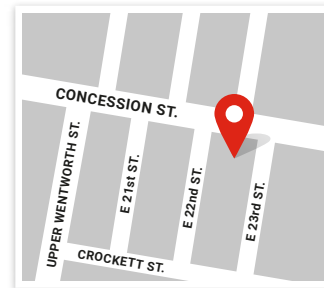
**Mississauga**  
250 Dundas Street W., Suite 105  
Mississauga, ON L5B 1J2  
Fax: 905-671-3332



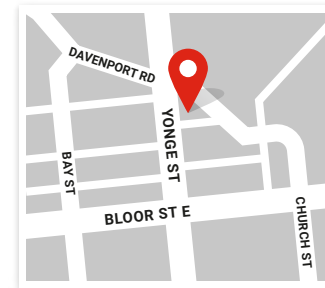
**Mississauga Trades**  
2650 Slough Street  
Mississauga, ON L4T 3T2  
Fax: 905-671-3332



**Scarborough**  
55 Nugget Avenue, Suite 202  
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**Hamilton**  
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**Toronto**  
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The above programs are approved as vocational programs under the Ontario Career Colleges Act, 2005. Programs vary by campus.  
\*Exception: Pre-Med: This program does not require approval under the Ontario Career Colleges Act, 2005  
CIMT College is Registered as a Career College under the Ontario Career Colleges Act, 2005.



## President's Message



CIMT College President  
**Mr. Kam Bal**

### Our Vision

**CIMT College** is a centre of academic and professional excellence that nurtures the students to ensure their all round education and development so as to make them valuable assets in our global society.

### Our Mission

**CIMT College** aims at transforming the lives of all those who enter our portals by providing them with education and training for success.



**CIMT College** is thrilled to be celebrating over 20 years of success! Since 1998, **CIMT College** has been providing education and training in the fields of Technology, Healthcare, Business and Management. We offer a variety of job-oriented and career-focused Diploma and Post-Graduate Diploma Programs that allow students to enter their choice profession, backed by the knowledge and expertise of professionals in their fields. Since its inception, **CIMT College** has been providing programs that combine theory and practice in various fields of study.

In today's world, to sustain yourself in the workforce and to be continually productive in your job, you need to be constantly upgrading your knowledge and experiences. **CIMT College** offers you just that by allowing you to explore new areas of work, and by providing you with the skills and knowledge required to take that step.

**CIMT College** also offers a variety of short skill-enhancement courses for ongoing education and retraining along with the professional courses necessary for registration with various regulated professions such as engineering and nursing. Each program being offered by **CIMT College** is developed in consultation with the relevant industry to achieve the highest academic standards. The course content for the Diploma and Post Graduate Diplomas is developed keeping in mind that the technical and transferable skills necessary for success are incorporated into our graduates.

We at **CIMT College** are committed to academic offerings relevant to practices in industry for employment and hence offer placement services to our graduates as well. In an effort to make a mark in the field of academic excellence, we aim at providing value and quality to our students by training them with the best faculty in a conducive environment which meets international standards. We aim at developing in our students heightened intellectual and cultural sensitivities through professional, ethical and technological expertise in their chosen profession. Thank you for being part of our record of success!

## Why CIMT College?

**CIMT College** is a registered Career College under the Ontario Career Colleges Act, 2005 and is a member of the Ontario Association of Career Colleges and National Association of Career Colleges. Since 1998, **CIMT College** has been a guiding force for students at the local as well as international level, by providing them with an educational experience that meets international standards and benchmarks. **CIMT College** provides an opportunity for professional growth and development across the areas of Technology, Healthcare, Business and Management.

**CIMT College** is proud to be a Cisco Networking Academy and certified training partner with Microsoft and CompTIA, providing unmatched and unparalleled quality education to its students. **CIMT College** also boasts of an in-house authorized testing centre through PearsonVUE and Prometric.

Students join us with hopes and aspirations that are fulfilled with the collaborative efforts of fellow students, faculty and staff. We ensure that no stone is left unturned to make our students comfortable and confident in joining the work force. The faculty at **CIMT College** is well versed in theoretical, as well as practical aspects of the courses and trains students in the finer skills required for success. Methods of instruction used by the faculty are based on industry research, so that our students are educated to perfection, matching the needs of employers.

**CIMT College** is conveniently located in the Greater Toronto Area with seven campuses located in Malton, Mississauga, Brampton, Scarborough, Hamilton and Toronto. Due to popular demand, CIMT College recently opened its first campus which is exclusively for trades, which contains a Woodshop and a Build House. We are a preferred destination for international students because of our close proximity to Pearson International Airport, and easy access through local transportation routes (bus and train).



**CIMT College** helps you in choosing the right career path through its rigorously monitored admission and placement process. From your admission to your placement, you are part of a continuum of learning that develops you as a thorough professional.

### CIMT College Highlights

- Career Guidance and Counseling
- Student Support services
- Full time, Part time and Weekend courses
- Excellent course structures
- Highly qualified faculty
- Placement services
- 20 year record of success

## Certificate Courses

	Duration (HOURS)	Course	Duration (HOURS)
<b>BASIC COMPUTER</b>			
Computer Fundamentals and Internet	20		
Keyboarding Skills	20		
Microsoft Word, Excel, PowerPoint	40		
<b>INTERMEDIATE AND ADVANCED OFFICE APPLICATIONS</b>			
Microsoft Word	40		
Microsoft Excel	35		
Microsoft Access	40		
Microsoft PowerPoint	30		
Microsoft Outlook	20		
Microsoft Office Suite	205		
<b>LANGUAGE</b>			
ESL Beginner	400		
ESL Intermediate	400		
ESL Complete	800		
<b>ACCOUNTING, PAYROLL AND INCOME TAX COURSES</b>			
Financial Accounting I	60		
Financial Accounting II	60		
Simply Accounting	50		
QuickBooks	40		
AccPac	40		
Bookkeeping	195		
Fundamentals of Payroll	40		
Income Tax - Personal	30		
Income Tax - Corporate	30		
<b>TELECOMMUNICATIONS COURSES</b>			
Fiber Optics Communication and Installation	60		
Broadband Technologies (SONET, ATM, LAN)	60		
Cellular (Wireless) Technology (GSM, PCS)	60		
Satellite Communications	60		
IT Support Technician	180		
<b>PREPARATORY COURSES</b>			
CPNRE (RPN)	60		
NCLEX-RN	60		
CELBAN	40		
Professional Skills	20		
<b>COMMUNITY CARE</b>			
Food Safety Training	5		
Crisis Intervention Training	10		
WHMIS Health and Safety	10		
<b>TRADES</b>			
Cabinet and Furniture Building	210		
Restoration	210		
Build a Stool Workshop	39		
Build a Table Workshop	39		
Framing and Rough Carpentry Workshop	39		
Drywall, Mudding, and Sanding Workshop	39		
Flooring Installation Workshop	39		
Trim and Crown Moulding Workshop	30		
Painting Workshop	20		
Smart Home Workshop	10		
<b>HEALTH COURSES</b>			
First Aid	8		
CPR: Choice of HeartSaver or Basic Life Support for Health Care Providers	8		
Basic Health Assessment	30		
Dental Receptionist	150		
Administering Medication	30		
Medical Terminology	40		
Medical Transcription	45		
Medical Record Management	45		
Human Anatomy and Physiology	45		
Medical Billing and Coding	50		
Phlebotomy Workshop	12		
ECG Workshop	5		
Wound Care Workshop	12		
Intramuscular Injection Workshop	10		
Autism Workshop	10		
Diabetes Workshop	5		
<b>MANAGEMENT AND BUSINESS COURSES</b>			
Business and Human Resources	195		
Microsoft Project	40		
PMP Fundamentals	40		
PMP Exam Preparation	40		
ITIL Foundation	40		
Sales Management	60		
Marketing and Branding Workshop	10		
Human Resources Workshop	10		
Customer Service Workshop	5		

*These courses do not require approval under the Ontario Career Colleges Act, 2005.*

## Certificate Courses Technology Certifications

### MICROSOFT CERTIFICATIONS

#### FUNDAMENTALS

Azure Fundamentals

Azure Data Fundamentals

#### ADMINISTRATOR

Azure Administrator Associate

Microsoft 365 Messaging

Windows 10

Managing Modern Desktops

Azure Security Technologies

#### EXPERT

DevOps Engineer Expert

Enterprise Administrator Expert

#### MOS

Microsoft Office Specialist

Microsoft Office Specialist Associate

Microsoft Office Specialist Expert

### CWNP CERTIFICATION

#### CWNA

Certified Wireless Network Administration

### COMPTIA CERTIFICATIONS

A+ PC Technician

Network +

Security +

Linux +

Project +

Cybersecurity Analyst (CySA+)

### CISCO CERTIFICATION

#### CCNA

Cisco Certified Network Associate (200-301)

#### CCNP

Implementing and Operating Cisco Enterprise Network Core Technologies (350-401 ENCOR)

Implementing Cisco Enterprise Advanced Routing and Services (300-410 ENARSI)

## CANADA-ONTARIO JOB GRANT

Qualifying employers receive up to

**\$10,000**  
per employee!

The Canada-Ontario Job Grant provides direct financial support to employers who want to invest in their workforce! COJG supports many qualified training costs up to a maximum of \$10,000 per grant! Eligible training costs include tuition or other CIMT College fees, textbooks, software and other necessary training materials such as uniforms, tools, equipment and disability support.



# FREE LAPTOP!

As a special thank you to Second Career students, CIMT College is pleased to offer a FREE LAPTOP when you enrol in any of the programs listed below!

### CHOOSE YOUR PROGRAM. CHOOSE YOUR CAREER

Accounting Administration	Medical Office Administration with Health Unit Coordinating
Artificial Intelligence	Network Administration
Business Administration	Paralegal
Business Management	Personal Support Worker
Cabinetry and Furniture Technician	Personal Support Worker Bridging
Community Service and Addictions Worker	Home Support Worker
Data Analytics and Business Intelligence	Pre-Med
Data Science and Big Data	Renovation and Construction Technician
Deep Learning	Supply Chain and Logistics Management
Dental Office Administration	Telecommunications Technician
Early Childcare Assistant	PG Diploma in AI and Machine Learning
Esthetics	PG Diploma in Business Management
Food Service Worker	PG Diploma in Network Administration
Legal Office Administration	PG Diploma in Sales & Marketing
Machine Learning	PG Diploma in Telecommunications
Medical Office Administration	



One of our Admission Advisors can assess your interests and skills, and match the assessment with current labour market demands to ensure you're being retrained in the Second Career that's ideal for you!

To schedule your FREE Second Career Assessment, call 905-671-9999

## YOUR SECOND CAREER IS OUR FIRST PRIORITY!



## Cabinetry and Furniture Technician

### Duration

22 Weeks / 545 Hours

### Course Overview

#### Business Skills

SCFI	Computer Fundamentals and Internet
SMDA	Microsoft Word, Excel, PowerPoint
SMO	Microsoft Outlook
SPMC	Project Management for Construction
SPS	Professional Skills

#### Design Skills

SACD1	AutoCAD Level 1
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#### Cabinet and Furniture Building Skills

SWTM	Woodshop Tools and Equipment
SJO	Joinery
SBXCC	Box and Case Construction
SBDO	Building Doors
SBF	Bases and Feet
SFCON	Frame Construction
STWS	Tabletops and Work Surfaces
SSCM	Staining and Colour Matching
SWF	Woodshop Furniture Project

#### Restoration Skills

SRTM	Restoration Tools and Materials
SSF	Restoring Surfaces and Finishes
SRCC	Restoring Chests and Cabinets
SRC	Restoring Chairs
SRT	Restoring Tables
SWRP	Woodshop Restoration Project

### Career

The Cabinetry and Furniture Technician diploma program provides students with a competitive advantage in the cabinetry, carpentry and restoration industries. Carpentry workers must demonstrate ability in decision making, job organization, task planning, project management, problem solving, and working with others.

### Program Description

The Cabinetry and Furniture Technician Diploma Program provides students four different sections of training to start their woodworking career:

- (1) Business skills to work with clients
- (2) Design Skills with AutoCAD
- (3) Cabinetry and Furniture Building Skills
- (4) Restoration Skills

These combined areas will give students a competitive advantage with employers. Students also receive 6 weeks of hands-on practice in the Woodshop as they build and restore furniture. The two Woodshop Project courses provide practical hands-on experience, which is an asset when job hunting in the field.



### Diploma is 50% Hands on!

Students spend six weeks in the Woodshop constructing both a new piece of furniture and restoring older furniture using the skills and knowledge they gained.

## Renovation and Construction Technician



### Duration

27 Weeks / 640 Hours

### Course Overview

SCFI	Computer Fundamentals and Internet
SMDA	Microsoft Word, Excel, PowerPoint
SMO	Microsoft Outlook
SPS	Professional Skills
SFND	Foundations
SBBC	Blueprints and Building Codes
SACD1	AutoCAD Level 1
STSE	Tools and Shop Equipment
SPMC	Project Management for Construction
SFRC	Framing and Rough Carpentry
SFC	Finished Carpentry
SDAP	Drywall and Painting
SCS	Ceiling Systems
SFL	Flooring
SELE	Introduction to Electrical
SIPLMB	Introduction to Plumbing
SHVAC	Introduction to HVAC
SBH	Build a House

### Career

Join the first-ever diploma program for Trades offered by CIMT College. Learn to build a home from the ground up, starting with foundations, framing, and flooring, drywall and painting, and even carpentry and ceiling systems. The course includes an introduction to electrical, plumbing, and HVAC.

### Program Description

This program provides students with a competitive advantage in the Renovation and Construction industries. Students first learn theory in a classroom setting before the real excitement begins. In the "Build a House" course, students put theory to practice in actually constructing a multi-room house using the skills and knowledge from the in-class components. This practical, hands-on construction experience proves an invaluable asset in job searches.

Renovation workers must also demonstrate problem solving, decision making, task planning, teamwork, project management, numeracy, and organizational skills.



### Internship

This program is also available with an internship option (100 hours / 4 weeks).

### Diploma is 50% Hands on!

Students spend 10 weeks constructing a multi-room home interior using skills and knowledge gained in the program!



# Telecommunications Technician

## Duration

36 Weeks / 900 Hours

## Course Overview

SSS	Student Success Strategy
SMOA	Microsoft Word, Excel, PowerPoint
SCE	English I
SPS	Professional Skills
<b>Technician Basics</b>	
SACF	Electrical Circuit I: DC Fundamentals
SDCF	Electrical Circuit II: AC Fundamentals
SECD	Electrical Circuit III: Devices
STCF	Cabling Fundamentals
STNC	Network Cabling
SFO	Fibre Optics
<b>Radio Systems</b>	
SRSC	Radio and Satellite Communications
SDTN	Digital Communications and Telephone Networks
<b>Telecommunication Networks</b>	
SFTC	Fundamentals of Telecommunications
CCNA	Cisco Certified Network Associate
SCPT	Capstone Project for Telecommunications

## Career

An extensive range of career paths are available in Telecommunications, starting from planning, installing, maintenance, and systems management. Students gain an in-depth understanding in installation of copper, coax, and fibre optic cables. Also up-to-date techniques of wireless technology are covered, including fibre optic and lab work.

## Program Description

Telecommunications Technician is the career for the new Millennium. This program prepares you for employment opportunities in design, development, research, and management of Telecommunications Engineering Science or Technology. A set of Laboratory experiments are included using MATLAB.

**After successful completion of the program, students will be prepared to write the CCNT certifications.**



"The staff at CIMT College provided excellent service and support to me... Career Services at the campus helped me a great deal in learning professional behavioural skills, preparing my resume packing, honing me for interviews... all of it to make me job ready.

When I started at CIMT College, I had a goal to land a job, and I am extremely excited to state that upon completion I was hired, and now I'm working in my chosen field. I appreciate everything CIMT College did to help me achieve my goals, and I would recommend CIMT College to anyone searching for a career."

**Andrew Opoku**

# Network Administration



## Duration

36 Weeks / 900 Hours

## Course Overview

SSS	Student Success Strategy
SCE	English I
SAPL	A+ Essentials
SAPL.1	A+ IT Technician
SNET	Network +
SSC	Security +
LINUXF	Linux Fundamentals
LINUXI	Linux Intermediate
SMCS	Managing Client Systems
SNMD	Managing Desktops
SWSI	Windows Server Infrastructure
SNNI	Network Infrastructure
SNIM	Identity Management
SNSS	Server Security
SMES	Microsoft Exchange Server
CCNA	Cisco Certified Network Associate
CCNP	Cisco Certified Network Professional
CWNA	Certified Wireless Network Administrator
SPS	Professional Skills

## Career

The careers available for Network Administration graduates include network designers, LAN/WAN administrators, systems analysts, network administrators, wireless communication specialists, and technical support workers. Graduates may pursue further studies that can lead to employment in education, research, or upper-level management positions, or they may consider work in a related discipline such as internet technology.

## Program Description

A diploma In Network Administration prepares students with a wide range of computing and networking skills. They will gain hands-on experience with the hardware and software used in personal computers, learn to manage and direct network traffic, and develop system support skills that focus on installation, administration, and troubleshooting for commonly used network hardware and software. Students will also be trained in analysis and resolving end-user hardware and software computer problems accurately and in a timely manner.



## 13 Available Certifications :

<b>CompTIA</b>	A+, Network+, Security+, Linux+
<b>Microsoft</b>	MTA: Windows Server Administration Fundamentals <b>Microsoft 365 Certified:</b> • Modern Desktop Administrator Associate • Security Administrator Associate • Messaging Administrator Associate <b>Microsoft Azure Certified:</b> • Azure Fundamentals • Azure Administrator Associate • Azure Security Engineer Associate
<b>Cisco</b>	CCNA
<b>Wireless</b>	CWNA



## Data Analytics and Business Intelligence

### Duration

43 Weeks / 1065 Hours

### Course Overview

SSS	Student Success Strategy
SCE	English I
SMOA	Microsoft Word, Excel, PowerPoint
SBVE	Business Values and Ethics
SME	Microsoft Excel
SMA	Microsoft Access
SMO	Microsoft Outlook
SPP	Project +
40361	Software Development Fundamentals
40364	Database Fundamentals
20466	Implementing Data Models and Reports
20467	Business Intelligence Solutions
20473	Cloud Data Platform Solutions
20475	Big Data Analytics Solutions
SIPR	Introduction to Programming
20761	Querying Data with Transact-SQL
20762	Developing SQL Databases
20764	Administering SQL Database Infrastructure
20765	Provisioning SQL Databases
20767	Implementing a SQL Data Warehouse
20768	Developing SQL Data Models
20773	Analyzing Big Data with Microsoft R
20774	Cloud Data Science with Azure Machine Learning
20775	Microsoft Azure HDInsight
20778	Analyzing Data with Power BI
20779	Analyzing Data with Excel
SCAP	Capstone Project for BI
SPS	Professional Skills

### Career

A diploma in Data Analytics and Business Intelligence provides graduates with a solid foundation for a career in Data Management, Data Analytics, Big Data, Cloud Data Platform, and Business Intelligence.

### Program Description

This extensive 10-month diploma combines Management training with various Microsoft certification courses in SQL Server, Database Development, Business Intelligence Reporting, and Machine Learning.

The program also includes Data Management and Analytics to provide graduates with a solid foundation for a career in Data Analytics, Big Data, Cloud Data Platform, Data Management, and Business Intelligence. To position students for future management roles, students also learn about Project +.



# REFER A FRIEND!



## You'll receive a referral reward

when your friend enrolls and begins a sincere commitment to an education and a new life with CIMT College. Enrolment must be in a registered vocational program. Ask your Admissions Advisor for more details.

Call to find out more today!

**905-671-9999**

[www.cimtcollege.com](http://www.cimtcollege.com)





## Business Administration

### Duration

24 Weeks / 595 Hours

### Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SBM	Business Mathematics
SMOA	Microsoft Word, Excel, PowerPoint
SME	Microsoft Excel
SBC	Business Communication
SFA1	Financial Accounting I
SMA	Microsoft Access
SAP	Administrative Procedures
SMO	Microsoft Outlook
SMW	Microsoft Word
SBVE	Business Values and Ethics
SPM	Project Management
SHRW	Human Resources Workshop
SMBW	Marketing and Branding Workshop
SPS	Professional Skills

### Career

There are a variety of careers in almost any office or business environment ranging from administrative to managerial functions. Upon completion of the program, graduates will have the necessary skills for problem solving, leadership qualities and cross-culture management, enabling them to be successful and efficient in their professional careers.

### Program Description

The Business Administration program prepares students for positions within the field of office administration. Students receive training in a wide range of activities ranging from customer care, office and business procedures and word processing to communications. Enhancements to the program include an introduction to Human Resources, Project Management, and Marketing. Hands-on training with various computer software applications allows students to develop the necessary confidence to contribute to any organization.



## Business Management



### Duration

48 Weeks / 1195 Hours

### Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SMOA	Microsoft Word, Excel, PowerPoint
SMW	Microsoft Word
SME	Microsoft Excel
SMA	Microsoft Access
SMP	Microsoft PowerPoint
SMO	Microsoft Outlook
SCE	English I
SAP	Administrative Procedures
SHRM	Human Resource Management
SBM	Business Mathematics
SFA1	Financial Accounting I
SFA2	Financial Accounting II
SQB	QuickBooks
SSA	Sage 50 (Simply Accounting)
SBVE	Business Values and Ethics
SBC	Business Communication
MKT210	Introduction to Marketing
SBL	Corporate and Business Law I
SEC	Economics
COM410	Fundamentals of e-Commerce
BUS330	Introduction to Entrepreneurship
SBPW	Business Plan Workshop
MGT110	Fundamentals of Management
SPM	Project Management
SCIT	Crisis Intervention Training
SPS	Professional Skills

### Career

The Business Management program combines Business Administration and Accounting Administration programs, with preferred aspects from the Post-Graduate Diploma in Business Management. Students wishing to advance their education after this program can transfer credits to continue into the Post Graduate Diploma in Business Management or Post-Graduate Diploma in Sales and Marketing.

### Program Description

A Business Management diploma prepares students for positions in accounting, marketing, business, human resources, project management, and office administration. Training is extensive and broad to prepare students for all business management opportunities in a wide range of industries and organizations. Students also learn various software to be skilled in document processing, spreadsheet manipulation, database entry, and presentation design and delivery, which makes them more employable for any business environment.



# Accounting Administration

## Duration

37 Weeks / 925 Hours

## Course Overview

SSS	Student Success Strategy
SCF	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SBM	Business Mathematics
SMOA	Microsoft Word, Excel, PowerPoint
SFA1	Financial Accounting I
SME	Microsoft Excel
SBC	Business Communication
SMA	Microsoft Access
SAP	Administrative Procedures
SFA2	Financial Accounting II
SITC	Income Tax - Corporate
SITP	Income Tax - Personal
SFOP	Fundamentals of Payroll
SBL	Corporate and Business Law I
SMO	Microsoft Outlook
SMW	Microsoft Word
SBVE	Business Values and Ethics
SQB	QuickBooks
SSA	Sage 50 (Simply Accounting)
SHRM	Human Resource Management
SPS	Professional Skills

## Career

An Accounting Administration diploma will open the door to many positions. Upon successful completion of this program, graduates will be able to find employment as an Accounting Clerk, Accounting Assistant, Financial Assistant and Accounts Administrator. Employment opportunities are also available as a Bookkeeper, Payroll Administrator, Payroll Clerk (Administrator requires the Canadian Payroll Association PCP option), and Office Assistant.

## Program Description

A diploma in Accounting Administration prepares students for office positions in financial accounts and administration. Students receive training in office and business procedures, word processing, database management, and communications. After completing this program, students will have excellent communications skills, will be proficient in a variety of software programs, and will possess a good knowledge of the business environment. Accounting Administration graduates are key members of business organizations, have up-to-date skills, are able to solve problems, and exercise good judgement.



"The instructors are well qualified, and the administrative staff is supportive. Career Services at the campus helped me in honing my behavioural skills to search for jobs and crack the interviews. I also got assistance to understand and create a resume package and get linked to potential employers. I am absolutely confident that I am job-ready in all aspects. I would recommend them!"

Mandeep K. Dhillon

# Supply Chain and Logistics Management



## Duration

31 Weeks / 770 Hours

## Course Overview

### Business Software

SCFI	Computer Fundamentals and Internet
SMOA	Microsoft Word, Excel, PowerPoint
SMO	Microsoft Outlook

### Communications and Development

SCE	English I
SPS	Professional Skills
SBCW	Business Communication Workshop
SPM	Project Management
SBSEE	Business, Social, and Environmental Ethics
SLSW	Leadership Skills Workshop

### Financial

SFA1	Financial Accounting I
SQB	QuickBooks
SNEGW	Negotiation Skills Workshop

### Supply Chain

SISC	Introduction to Supply Chain
SPSM	Procurement Strategy and Supply Management
SSRM	Supplier Relationship Management
SDFP	Demand Forecasting and Planning
SRCP	Resource and Capacity Planning
SIM	Inventory Management
SLPSS	Lean Process Management and Six Sigma
STL	Transportation and Logistics
SOCRM	Order and Customer Relationship Management
SGLS	Global Locations and Sourcing
SOPD	Operations and Process Design
SRMI	Risk Management and Integration
SPERF	Performance Measurement
SCPSC	Capstone Project for Supply Chain

## Career

The Supply Chain Manager's role is to improve operational productivity, quality, and efficiency throughout the supply chain, to improve net profit. Supply chain managers minimize inventory shortages and keep operating expenses low through careful planning and relationships with suppliers. Careers are available in the industries of manufacturing, aerospace, defense, international logistics and warehousing, and energy.

## Program Description

This program includes education on all five parts of the supply chain, including Planning, Sourcing (raw materials), Manufacturing (productivity, efficiency), Delivery & Logistics and Returns.

## Membership and Accreditation

This program is accredited by SCMAO. Graduates and Full-time Students who are currently enrolled in CIMT College's Supply Chain and Logistics Management diploma program can receive a **FREE MEMBERSHIP** with a Supply Chain Management Association.

## CSCMP Designation

Students who earn the CIMT College diploma may wish to pursue a **CSCMP Designation**. This program earns **9 Advanced Standing Credits** towards the internationally recognized **Certified Supply Chain Management Professional Designation**, which shows employers your commitment to excellence, and distinguishes you in your field. Ask your Admissions Advisor for more details.





# Legal Office Administration

## Duration

22 Weeks / 555 Hours

## Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SMOA	Microsoft Word, Excel, PowerPoint
SLOP	Legal Office Procedures
SCBL	Corporate and Business Law I
SMO	Microsoft Outlook
SCLP	Civil Litigation Practice and Procedures
SREL	Real Estate Law
SC	Criminal Law
SWE	Wills and Estates Practice and Procedures
SLSA	Legal Software Applications
SFLP	Family Law and Procedures
SPS	Professional Skills

## Career

A diploma in Legal Office Administration prepares you to carry out activities like maintaining client databases, managing files relating to legal cases (including real estate, wills and estate), filing and maintaining documents, scheduling, sending legal correspondence, and skilful management of a legal office.

## Program Description

Our diploma program provides you with extensive understanding of Canadian Law, Wills and Estates, Family Law, Corporate and Commercial Law, Civil Litigation, Real Estate Law, and more. You'll learn legal terminology, legal office procedures, and you'll even receive training on Legal Software, so you'll be able to effectively handle a legal office independently. Upon graduating, students have the essential skills to choose from a diverse set of legal fields, so they can explore their legal interests.



*"I felt sooo lucky and blessed that I have chosen the Legal program at CIMT College. I found my dream job even before my last day of school! I learned how to write a great resume and interview well, and my legal instructor, was fantastic! I received guidance and support in every possible way throughout my career search, much more than what a teacher or college would normally do for a student. And... I got the job!! My first day at a prestigious law firm was only two days after my program finished! I am out of words to express my gratitude!"*

Oasis Zhang

# Paralegal

This program is accredited by the Law Society of Ontario



## Duration

49 Weeks / 1073 Hours

## Course Overview

### CAREER BUILDING

SCE	English I
SPS	Professional Skills

### PRIMARY COURSES

SILS	Introduction to the Legal System
SLCA	Legal Computer Applications
SLCOM	Legal Communication
SLRW	Legal Research and Writing

### SECONDARY COURSES

STC	Torts and Contracts
SCS	Criminal Summary Conviction Procedure
SPO	Provincial and Motor Vehicle Offences
SAL	Administrative Law
SEL	Employment Law
SRLT	Residential Landlord and Tenant Law
SSCCI	Small Claims Court I
STPP	Tribunal Practice and Procedure
SLA	Legal Accounting
SEPR	Ethics and Professional Responsibility
SSCCII	Small Claims Court II
SIL	Introduction to Immigration Law
SPMAN	Practice Management

### ADVANCED COURSES

SADR	Alternative Dispute Resolution
SAD	Advocacy
SELP	Evidence and the Litigation Process
PRPARA	Practicum

## Career

Paralegals are an indispensable part of the legal system in Ontario. Paralegals provide legal services to the public including representation in Small Claims Court, Summary Conviction Criminal Court, the Immigration Refugee Board, the Ontario Court of Justice, dozens of government regulated Tribunals, and more.

As of May 2007 in Ontario, Paralegals became a regulated profession by the Law Society of Ontario. Unlike Law Clerks and Legal Assistants, Licensed Paralegals are able to independently argue, advocate, and appear before Judges, Justices of the Peace, and Adjudicators on behalf of their clients. Paralegals are also, by virtue of their office, Commissioners of Oaths, and they have been declared by the Law Society of Ontario to be Officers of the Court, thus putting Paralegals on equal footing as lawyers.

## Program Description

Students learn to conduct research and use industry-specific software and websites before completing field placement assignments of 240 hours as a part of the program. CIMT College assigns students to various legal office placements to gain hands-on experience before being awarded a diploma. This program is approved by the Law Society of Ontario.



# Medical Office Administration

## Duration

20 Weeks / 490 Hours (Full Time)  
 34 Weeks / 490 Hours (Part Time)

## Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SMOA	Microsoft Word, Excel, PowerPoint
SMT	Medical Terminology
<hr/>	
SHAP	Human Anatomy and Physiology
SMO	Microsoft Outlook
SMOP	Medical Office Administrative Procedures
SMTTP	Medical Transcription
<hr/>	
SMA	Microsoft Access
SMBC	Medical Billing and Coding
SMRM	Medical Record Management
SPS	Professional Skills

## Career

Those looking for a career with a combination of health and management acquire skills to handle complex situations in the Medical Office Administration program. The health industry offers numerous opportunities for growth to those who are career oriented, and it gives you a chance to be a part of one of the most demanding industries.

## Program Description

A diploma in Medical Office Administration prepares students for a career in medical offices. Students receive training in office procedures, medical terminology, word processing, database management and communication. Completing this program gives students excellent communication skills, proficiency in medical software programs, and good knowledge of the medical office environment.



*"I was so happy to come to CIMT College because from the first day, the staff and instructors all made me feel at home. My program in Medical Office Administration is giving me the skills I need to succeed in many different types of clinics, doctors' offices, walk-ins, or in a hospital. With my diploma, I have so many choices of medical specialty where I can decide to work, like dermatology, cardiology, pediatrics, plastic surgery, or general family practice. I'm thankful to the CIMT College staff for making going back to school a fun, educational, and rewarding experience."*

**Kamaljeet Jaswal**

# Medical Office Administration with Health Unit Coordinating



## Duration

32 Weeks / 795 Hours (Full Time)

## Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SMOA	Microsoft Word, Excel, PowerPoint
SMT	Medical Terminology
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SHAP	Human Anatomy and Physiology
SMO	Microsoft Outlook
SMOP	Medical Office Administrative Procedures
SMTTP	Medical Transcription
<hr/>	
SMA	Microsoft Access
SMBC	Medical Billing and Coding
SMRM	Medical Record Management
SPS	Professional Skills
<hr/>	
HUCI	Health Unit Coordinating I
HUCII	Health Unit Coordinating II
HUCIII	Health Unit Coordinating III
PRHUC	Practicum

## Career

A diploma in Medical Office Administration with Health Unit Coordinating prepares students for a career in hospital units and wards, clinics, medical offices, long-term care facilities, and other allied healthcare settings.

## Program Description

Students receive training in office procedures, medical terminology, anatomy and physiology, word processing, and database management. They also learn hospital simulation software, transcribing doctors' orders, psychiatry, and how mental health issues affect treatment and care. On completing this program, students will have excellent communication skills, will be proficient in medical software programs, and will possess a good knowledge of the medical office environment. Students will be well versed in hospital hierarchy, departments, and procedures.



## Practicum

Students complete a field placement in a role of either a Medical Office Administrator or Health Unit Coordinator. Practicum placement is 80 hours, and CIMT College assigns students to medical offices, clinics, hospitals, or long-term care facilities to gain hands-on experience before being awarded the diploma.



# Personal Support Worker (PSW)

Registered as NACC PSW 2022 and NACC PSW DE 2022

## Duration

25 Weeks / 700 Hours (Full Time)  
44 Weeks / 700 Hours (Part Time)

## Course Overview

SPF	PSW Foundations
SSM	Safety and Mobility
SBM	Body Systems
SPH	Assisting with Personal Hygiene
SAN	Abuse and Neglect
SHM	Household Management, Nutrition and Hydration
SCP	Care Planning/Restorative Care/ Electronic Documentation/Working in the Community
SFG	Assisting the Family/Growth and Development
SDP	Assisting the Dying Person
SAM	Assisting with Medications
SCM	Cognitive/Mental Health Issues and Brain Injuries
SHC	Gentle Persuasive Approaches in Dementia Care
SGPA	Health Conditions
PRPSW1	Clinical Practicum
PRPSW2	Community Practicum

## Career

Health care is a recession-proof industry. Job opportunities in health care facilities and homes are always available to skilled professionals.

## Program Description

Our certificate in Personal Support Worker is designed to teach individuals to give patients, clients, and their families the care and assistance needed to live fulfilling lives in the community and in institutions. Students in this program develop a broad range of abilities which emphasize the value of their role and reflects true sensitivity and respect for the individuality of each patient. Some of the personal support workers' activities include providing their clients with personal care and hygiene, household and family management, meal preparation, assisting clients with their medications, and restorative activities.

## Placement

Students complete field placements of 300 hours as a part of the program. CIMT College assigns the students to community clinics, hospitals, or senior centres to gain hands-on experience before being awarded the certificate.



"I must say it was a wonderful and exciting journey for me to be a student at CIMT College. I am pleased with the program, and I would encourage those who are interested to try it. CIMT College prepares its student for a future without any discrimination or judgment. It provides guidelines which are both theoretical and practical. I thank CIMT College for providing the tools that I need to share with others. Thanks to all of the professionals who guided me throughout the journey to become a successful Personal Support Worker."

Darrel Roche

# Personal Support Worker Bridging

Registered as NACC PSW Bridging 2022



## Duration

13 Weeks / 355 Hours

## Course Overview

SPFB	PSW Foundations
SSMB	Safety and Mobility
SBMB	Body Systems
SPHB	Assisting with Personal Hygiene
SANB	Abuse and Neglect
SHMB	Household Management, Nutrition and Hydration
SCPB	Care Planning/Restorative Care/ Electronic Documentation/Working in the Community
SFGB	Assisting the Family/Growth and Development
SDPB	Assisting the Dying Person
SAMB	Assisting with Medications
SCMB	Cognitive/Mental Health Issues and Brain Injuries
SHCB	Health Conditions
SGPA	Gentle Persuasive Approaches in Dementia Care
PRPSWB1	Clinical Practicum
PRPSWB2	Community Practicum

## Career

PSWs help individuals to lead fulfilling lives in the community and in institutions. Let us help you bridge to this career!

## Program Description

This certificate program is designed to transition individuals who are already nurses and healthcare workers with foreign training into the Canadian workforce. It also is ideal for any previously Canadian-educated nurses, health care aides, or personal support workers, who have either been out of the workforce for a while, or who want a refresher before re-entering the healthcare field.

## Placement

Because this program comes with 2 practicums, individuals can quickly upgrade and refresh their skills, then receive hands-on training with 2 placement locations, in order to accelerate towards employment.

## Prerequisites

To qualify for bridging, candidate must already possess one of the following:

### Canadian Graduate, Diploma or Degree in:

- Health Care Aide
- Home Support Worker
- Personal Support Worker

### Domestic or Foreign trained with Degree in:

- Nurse or Registered Nurse
- Registered Practical Nurse
- Licensed Practical Nurse

### Bridging candidates must possess ALL of the following:

- Ontario Secondary School Diploma or equivalent - OR Mature Student Status (18 yrs or more and pass a qualifying test)
- Completed Medical Form
- Criminal Record Check (VSS, clear)
- Meet English Literacy Requirements

	PSW Program	PSW Bridging
<b>Total Hours</b>	<b>700</b>	<b>355</b>
In Class	400	205
<b>Practicum Hours</b>	<b>300</b>	<b>150</b>
Community	100	50
Clinical	200	100





# Home Support Worker (HSW)

Registered as NACC HSW 2022

## Duration

19 Weeks / 455 Hours

## Course Overview

SHF	HSW Foundations
SSM	Safety and Mobility
SBM	Body Systems
SPH	Assisting with Personal Hygiene
SAN	Abuse and Neglect
SHM	Household Management, Nutrition and Hydration
SCRP	Care Planning/Restorative Care/Electronic Documentation/Working in the Community
SDP	Assisting the Dying Person
SCM	Cognitive/Mental Health Issues and Brain Injuries
PRHSW	Practicum, Community Placement

## WORKSHOPS

WGPA	Gentle Persuasive Approaches in Dementia Care
CPRC	Standard First Aid and CPR Level C
WSSS	Soft Skills Solutions

## Career

Home Support Workers provide personal care and companionship for seniors, persons with disabilities, and convalescent clients, within the client's residence (in which the Home Support Worker may also reside). Services are determined by the needs of the client, and may include assistance with routine activities of living including personal care, mobility, home management, meal preparation, family care, and assisting with social and recreational activities.

## Program Description

Our certificate in Home Support Worker is designed to teach students to provide care and companionship for individuals and families during periods of incapacitation, convalescence, or family disruption. Students learn to provide care to clients such as aid in ambulation, bathing, personal hygiene, dressing, meal preparation (including special diets), and routine household duties such as laundry, washing dishes, and making beds. Program also includes workshops in Soft Skills, Dementia, and First Aid and CPR.

## Placement

Students complete one field placement of 100 hours as a part of the program, gaining hands-on experience in a community or retirement home. Placement host sites may include Home Care Service Companies, Supportive Housing, Attendant Outreach, Retirement Homes, Group Homes, Adult Day Programs, and Hospice Programs.



If you're interested in Clinical or LTC jobs, ask about our PSW Program!

## Bridge from HSW to PSW

HSW graduates have an opportunity to bridge to the PSW program within 2 years. Ask your Admissions Advisor for more details.

# Study in Canada

## CIMT COLLEGE WELCOMES INTERNATIONAL STUDENTS

### Why Study in Canada?

- Canadian Qualifications are valued worldwide.
- Affordable education, especially with CIMT College.
- Canada is multicultural and pleased to welcome international students.
- Canadians take pride in welcoming other cultures, races, and groups.
- Feel at home with ethnic food choices and international associations.
- Canada is safe and values equality, peace and human rights.
- The United Nations consistently ranks Canada as one of the best places in the world to live.
- Stay in touch with family and friends, with Wi-Fi accessible on campus and many public places.
- CIMT College offers ESL courses for students need supplemental language skills for visa applications.
- According to QS World University Rankings, Toronto, Montreal and Vancouver, made the list of top 50 student cities for affordability, diversity, and employers' perception of graduates.
- Our Ontario campuses are all within 40 minutes of downtown Toronto - a world class city.
- Natural attractions like Niagara Falls are close by.
- Toronto is home to many exciting historical, cultural, natural, and famous sites.
- Toronto is home to major league teams in virtually all professional sports.
- Students with Canadian credentials and Canadian work experience may apply for permanent residency. For more information about possible immigration to Canada once your schooling is complete, please visit the Immigration, Refugees and Citizenship Canada website.



To learn more about studying in Canada, contact our International Student Coordinator at

**INT.ADMISSIONS@CIMTCOLLEGE.COM**



## Pre-Med

### Duration

50 Weeks / 750 Hours

### Course Overview

FBL	General Biology
SMT	Medical Terminology
GCH	General Chemistry
CAL1	Calculus I
EBR1	Evidence Based Research I
<hr/>	
SCE	English I
OC1	Organic Chemistry I
PH1	Physics I
GBL	Cell Biology and Histology
EBR2	Evidence Based Research II
<hr/>	
OC2	Organic Chemistry II
PH2	Physics II
CAL2	Calculus II
HAP	Human Anatomy and Physiology
ECP	English II
EBR3	Evidence Based Research III

### Career Preparation

Your CAN become a Doctor! This program is designed as a first step for someone who is highly motivated to become a medical physician. It is intensive, and exhaustive, which we believe training should be, to properly prepare someone for medical school. The diploma provides students with a firm pre-med foundation, so when they arrive at their chosen university, they are ready to succeed.

### Program Description

Students complete **90 credit hours** of the Pre-Med program in one year, which provides the prerequisites to be qualified and eligible for admission into an MD program with one of our university partners in the Caribbean. After completing the CIMT College diploma in Pre-Med, students transition to a four year medical program in the Caribbean, which includes two years of Basic Sciences, and then two years of Clinical Rotation in North America.

### Acceptance to Medical School

CIMT College is affiliated with several universities and their Schools of Medicine located on various Caribbean islands. Because of our multiple articulation agreements, students have a choice of where they want to go to university for medical school, but they can rest assured that they will have a smooth transition to one of our medical school partners for a 4 year MD program. As long as students complete all courses, achieving at least the minimum GPA, their application to any of our partners may be accepted.



### Caribbean Medical Schools

CIMT College has written partnership agreements with various Caribbean Medical Schools which pre-approves your acceptance without further review of your credentials once you have earned your diploma in Pre-Med.

Ask your Admissions Advisor for a current list of our university partners.

## Dental Office Administration



### Career

A diploma in Dental Office Administration prepares students for a career working in dental offices and clinics.

### Program Description

Students receive training in dental office procedures, dental terminology, dental anatomy and physiology, word processing, and patient database management. Students also learn how to use dental software for entering patient information, appointment scheduling, uploading x-rays, insurance billing and more. Students learn how to cope with dental emergencies and how to deal with special needs and medically compromised patients. On completing this program, students will have excellent communication skills, and possess a good knowledge of the dental office environment.



### Duration

14 Weeks / 335 Hours (Full Time)  
23 Weeks / 335 Hours (Part Time)

### Course Overview

SSS	Student Success Strategy
SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SCE	English I
SMOA	Microsoft Word, Excel, PowerPoint
SMO	Microsoft Outlook
SPS	Professional Skills
DOAI	Dental Office Administration I
DOAII	Dental Office Administration II
DOAIII	Dental Office Administration III

### Internship

This program is also available with an internship option (100 hours / 4 weeks).

### Dental Office Software

Students gain hands-on experience in the classroom using dental software ABELDent, used for entering new dental patient information, scheduling appointments, updating records, uploading x-rays, recording medications, organizing contacts and managing everything from treatment schedules to insurance information.

Students also have the opportunity to download a trial version for home use in order to better prepare them for a career as a dental office administrator.

# Esthetics

Registered as NACC Esthetics

## Duration

42 Weeks / 1040 Hours

## Course Overview

SIE	Introduction to Introduction to Esthetics
SIS	Interpersonal Skills
SBD	Bacteriology and Decontamination
SCAPS	Cells, Anatomy and Physiology of the Skin
SHAPE	Human Anatomy and Physiology
SDDS	Disorders and Diseases of the Skin
SNUT	Nutrition
SBCC	Basic Chemistry, Cosmetic Ingredients, and Product Analysis
SFAC	Facials
SEFE	Electrotherapy for Estheticians
SHRE	Hair Removal
SMAP	Manicures and Pedicures
SMUA	Make-up Artistry, Lash and Brow Enhancement
SCMS	Cosmetic Massage and Spa Body Therapies
SSBM	Salon/Spa Business Management
SCPE	Career Planning and Employment Skills
PRESTH	Job Shadowing Placement

## Career

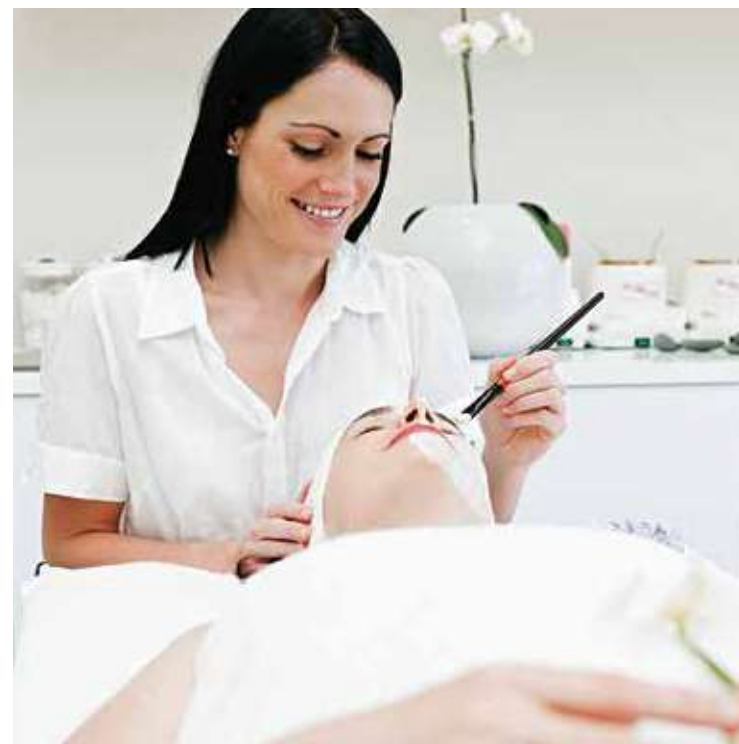
Students develop skills and experience in a variety of services, including nail technology, skin care, manicures and pedicures, make-up artistry, body treatments, and facials. The course also covers business management skills for salons and spas, including basic computer skills.

## Program Description

The NACC Esthetics Program was developed to educate students on skin care, human anatomy, nutrition, and the importance of bacteriology and decontamination to both the esthetician and client. This program meets all Ministry of Training for Colleges and Universities Esthetics Subject Specific Standards, and is curriculum developed by the National Association of Career Colleges. Students must write and pass the NACC Exam after completing all courses and job shadowing.

## Job Shadowing Placement

Students job shadow professional estheticians to gain an understanding of the salon business and working with clientele. Students shadow a variety of procedures in order to gain field experience during the 40 hour placement.



## Program Hours

Instructor-Led Classroom	500
Supervised Lab Work	500
Job Shadowing Placement	40

**Total**  
**1040**

# Early Childhood Assistant

Registered as NACC Early Childhood Assistant



## Duration

37 Weeks / 1000 Hours

## Course Overview

ECED1010	Foundations of Early Childhood Education
COMM1010	Communications
PSYC1030	Infant and Child Development
ECED1020	Observation Skills
ECED1030	Health, Safety and Nutrition
ECED1040	Child, Family and Community
ECED1001	Practicum 1: Infant and Toddler
SOCI1000	Introduction to Sociology
ECED1050	Play-Based Early Learning Strategies
ECED1060	Language and Literacy
PSYC1000	Introduction to Psychology
ECED1070	Guiding Children's Behaviour
ECED1080	Creating Inclusive Programs
ECED1090	Special Needs
ECED1002	Practicum 2: Pre-school

## Career

Early Childhood Assistants participate in the day-to-day operation of a childcare centre or early learning centre to provide a nurturing, caring environment in which young children can thrive. ECAs must understand the physical, emotional, and intellectual development of children, and maintain a professional approach while observing and guiding children throughout the day.

## Program Description

Early Childhood Assistant students learn effective communication skills so they are prepared to work with parents and children. They become knowledgeable in health and safety issues and are introduced to nutritional requirements of young children as they relate to daily meal planning and assisting with mealtime. Students learn how to supervise children during indoor and outdoor play and during rest periods, and how to lead children in activities by telling stories, teaching songs, and preparing craft materials.

## Placement

Students complete two field placements as a part of the diploma program. Practicum 1 is 125 hours in an Infant and Toddler setting, and Practicum 2 is 200 hours in a Pre-school setting. CIMT College assigns students to the childcare centre, daycare centre, kindergarten, agency for exceptional children, or other field sites to gain hands-on training before being awarded the diploma.



## Practicums

<b>Practicum 1: Infant and Toddler</b>	125 hrs
<b>Practicum 2: Infant and Toddler</b>	200 hrs

## Bridge to ECE



Effective September 2022, students may upgrade their ECA credentials by bridging to an Early Childhood Educator (ECE) Diploma from Canadore College.

<b>CIMT College</b>	Year 1	<b>ECA diploma</b>
<b>Canadore College</b>	Year 2	<b>ECE diploma</b>

Canadore College does not guarantee acceptance. Students must apply and may be accepted. Ask an Admissions Advisor for more details.



## Food Service Worker

### Duration

14 Weeks / 390 Hours (Full Time)  
26 Weeks / 390 Hours (Part Time)

### Course Overview

SCFI	Computer Fundamentals and Internet
SMOA	Microsoft Word, Excel, PowerPoint
SRFW	Role of Food Service Worker
SSAS	Sanitation and Safety
SCACS	Communication and Customer Service
SNHC	Nutrition in Health Care
FPKE	Food Preparation and Kitchen Equipments
SPS	Professional Skills
PRFSW	Practicum

### Career

The Food Service Worker program is designed to train students and provide the required skills and knowledge for employment in the dietary departments of hospitals, long-term care facilities, retirement homes, group homes, and other healthcare settings. Graduates can also be hired by cafeterias, catering companies and other food service establishments. In some cases graduates often get work at restaurants, cafes, hotels, fast food outlets, cafeterias, hospitals, and more.

### Program Description

Students gain knowledge and skills that will enable them to become valuable members of dietary teams. The program has been developed with the support and co-operation of health care facilities in order to conform to industry regulations.

### Placement

Students complete a practicum of 160 hours as a part of the program. CIMT College assigns the students to a healthcare centre or hospital cafeteria, catering company, or other food service establishment to gain hands-on training experience before being awarded the diploma.



*"I was delighted by my experience at CIMT College in the Food Service Worker program. The staff at CIMT College provided excellent service and support, and I was especially pleased with my instructors. Career Services at the campus helped me create a unique resume, so that I was prepared for my job hunt. My goal when I started was to find a better paying job. I am happy to say that after the program I was quickly hired, and I am now working as a Dietary Aide! I appreciate everything that CIMT College did to help me achieve my goals, and I would recommend CIMT College to anyone who was trying to choose a college or training program!"*

**Marilyn Cruz**

## Community Service and Addictions Worker



### Duration

39 Weeks / 950 Hours

### Course Overview

SCFI	Computer Fundamentals and Internet
SKS	Keyboarding Skills
SMOA	Microsoft Word, Excel, PowerPoint
SMT	Microsoft Outlook
SCE	English I
SIP	Introduction to Psychology
SSCF	Sociology and the Canadian Family
SMHA	Mental Health and Addictions
SLC	Lifespan in Canada
SCRM	Criminology
SCCM	Counselling and Case Management
SWCR	Written Communication and Reports
SGSS	Government and Social Services
SAWI	Addictions Worker I
SAWII	Addictions Worker II
SAWIII	Addictions Worker III
SPS	Professional Skills
PRCSAW	Practicum

### Career Preparation

Social and Community Service Workers administer and implement a variety of social assistance programs and community services. They assist clients in dealing with personal and social problems, help those suffering from mental health issues, and provide case management and counselling. Addictions Workers specialize in dealing with clients who suffer from various forms of addiction, including drugs, non-substance addictions, and sexual addictions.

### Program Description

This program provides training for Community Service Workers (CSWs) with a specialty training for Addictions Workers (AWs), to combine to form a comprehensive CSAW program. Graduates are employed by social service and government agencies, mental health agencies, group homes, shelters, substance abuse centres, school boards, correctional facilities and other establishments.



### Practicum

Students complete field placements of 160 hours as a part of the program. CIMT College assigns students to various field placements to gain hands-on experience before being awarded the diploma.

### Includes Certificates:

- Crisis Intervention Training
- First Aid
- CPR for HeartSaver

# Post Graduate Diploma in Artificial Intelligence and Machine Learning

## Program Description

We offer an extensive one year diploma that combines different disciplines of Artificial Intelligence and its application domains. The program provides an introduction to Artificial Intelligence and its broad discipline of intelligent agents, Machine Learning and systems that learn from experience, Deep Learning in-depth knowledge for building Neural Networks and training models. Data Science and Big Data outline the way large datasets can be made ready for analyses and can be used by learning algorithms.



## Diploma in Machine Learning

### Program Description

Provides students with a broad knowledge in two main areas of Machine Learning: supervised and unsupervised. The program introduces systems that learn from experience and outline the problems based on classification, clustering and regression. Covers topics like Linear Regression, Logistic Regression, Decision Trees, Support Vector Machines, Ensemble Learning with Bagging and Boosting, Random Forest, k-NN, Dimensionality Reduction, Principal Component Analysis, K-means algorithm, Self-Organizing Feature Maps, Apriori algorithm, FP-growth algorithm, Dimensionality Reduction, Anomaly Detection and Semi-supervised Learning.

## Diploma in Deep Learning

### Program Description

Provides students with the basic fundamentals for building Neural Networks and Deep Learning training models. Covers Multi-Layer Feed Forward Networks, Restricted Boltzmann Machines, Autoencoders, Convolutional Neural Networks, Recurrent Neural Networks with implementation using TensorFlow. The program introduces practical implementation of Deep Learning to solve real-world problems and familiarizes with essential Deep Learning architectural implementations in various applications such as Computer Vision, Recommender Systems, Text Analysis and Sequencing, and Natural Language Processing using TensorFlow.

## Diploma in Data Science and Big Data

### Program Description

Introduction to core concepts behind big data problems, applications, and systems. Students will be able to identify characteristics of datasets and implement Big Data models. The program provides insights to techniques for data collection, monitoring, storage, representation and modeling of data, data analytics with Hadoop and MapReduce, predictive modeling and anomaly detection with Hadoop, and building data solution in clustering, and Natural Language Processing. Topics include getting started with Spark, developing and prototyping applications, application execution on clusters and High-level libraries such as Spark SWL and MLlib.

## Artificial Intelligence and Machine Learning

POST GRADUATE DIPLOMA

	DIPLOMAS			
	ARTIFICIAL INTELLIGENCE	MACHINE LEARNING	DEEP LEARNING	DATA SCIENCE AND BIG DATA
Student Success Strategy				
English I				
Microsoft Word, Excel, PowerPoint				
Business Communication				
Business Values and Ethics				
Professional Skills	●	●	●	●
Project +	●	●	●	●
Organizational Change Management				
Cross-Culture Management				
Leadership				
Software Development Fundamentals				
Introduction to Programming	●	●	●	●
Database Fundamentals	●	●	●	●
Statistical Inference	●	●	●	●
Mathematics for AI and ML	●	●	●	●
Data Processing and Manipulation	●	●	●	●
Data Visualization	●	●	●	●
Principles of Artificial Intelligence	●			
Probabilistic Reasoning and Decision Making	●			
Capstone Project for Artificial Intelligence	●			
Supervised Machine Learning		●		
Unsupervised Machine Learning		●		
Capstone Project for Machine Learning		●		
Neural Networks and Deep Learning			●	
Deep Learning in Practice			●	
Capstone Project for Deep Learning			●	
Big Data Analytics with Hadoop				●
Big Data Tools and Techniques				●
Data Analytics for IoT				●
Capstone Project for Big Data				●

DURATION : 50 WEEKS

16 w 16 w 16 w 15 w

## Diploma in Artificial Intelligence

### Program Description

Introduction to the broad discipline of intelligent agents and their use in building intelligent machines. Covers heuristic search issues, planning, game playing, reasoning with propositional and predicate logic, and reasoning under uncertainty. It presents algorithms such as hill-climbing, dynamic programming, and best-first search. Students also learn about knowledge representation, probabilistic reasoning, with a focus on Bayes' Theorem and to apply inference and resolution in propositional and first-order predicate logic.

Course Duration : 16 Weeks / 395 Hours

#### Course Overview

- SPS** Professional Skills
- SPP** Project +
- SIPR** Introduction to Programming
- 40364** Database Fundamentals
- SSIDS** Statistical Inference
- SMML** Mathematics for AI and ML
- SDPM** Data Processing and Manipulation
- SDV** Data Visualization
- SPAI** Principles of Artificial Intelligence
- SPRDM** Probabilistic Reasoning and Decision Making
- SCAI** Capstone Project for Artificial Intelligence

Course Duration : 16 Weeks / 405 Hours

#### Course Overview

- SPS** Professional Skills
- SPP** Project +
- SIPR** Introduction to Programming
- 40364** Database Fundamentals
- SSIDS** Statistical Inference
- SMML** Mathematics for AI and ML
- SDPM** Data Processing and Manipulation
- SDV** Data Visualization
- SSML** Supervised Machine Learning
- SUML** Unsupervised Machine Learning
- SCML** Capstone Project for Machine Learning

Course Duration : 16 Weeks / 395 Hours

#### Course Overview

- SPS** Professional Skills
- SPP** Project +
- SIPR** Introduction to Programming
- 40364** Database Fundamentals
- SSIDS** Statistical Inference
- SMML** Mathematics for AI and ML
- SDPM** Data Processing and Manipulation
- SDV** Data Visualization
- SDL** Neural Networks and Deep Learning
- SDLP** Deep Learning in Practice
- SCDP** Capstone Project for Deep Learning

Course Duration : 15 Weeks / 370 Hours

#### Course Overview

- SPS** Professional Skills
- SPP** Project +
- SIPR** Introduction to Programming
- SSIDS** Statistical Inference
- SDPM** Data Processing and Manipulation
- SDV** Data Visualization
- SBDH** Big Data Analytics with Hadoop
- SBDT** Big Data Tools and Techniques
- SDIOT** Data Analytics for IoT
- SCBD** Capstone Project for Big Data



## Post Graduate Diploma in Telecommunications

### Duration

57 Weeks / 1440 Hours

### Course Overview

#### Business Courses

SSS	Student Success Strategy
SMOA	Microsoft, Word Excel, PowerPoint
SCE	English I
SPS	Professional Skills

#### Technician Basics

SACF	Electrical Circuit I: AC Fundamentals
SDCF	Electrical Circuit II: DC Fundamentals
SECD	Electrical Circuit III: Devices

#### Telecommunication Networks

SFTC	Fundamentals of Telecommunications
SDTN	Digital Communications & Telephone Networks
SRSC	Radio and Satellite Communications
STNW	Telecommunications and Networking
CCNA	Cisco Certified Network Associate

#### Wired Technologies

STCF	Cabling Fundamentals
STA	STAC Network Cabling

#### Non-Wired Free Hand Technologies

SFO	Fibre Optics
SWCT	Wireless Communication Technology
SWMNA	Wireless Mobile Networks and Applications
SAWC	Advanced Wireless Communication (5G)

#### Advanced Telecommunications

STAN	Telecommunication Systems Principles using MATLAB
SACS	Advanced Communication Systems using MATLAB
CCNPE	CCNP (ENCOR)
SADC	Advanced Data Communication
SCPT	Capstone Project for Telecommunications

Program includes labs with MATLAB and Wireshark

### Career

Telecommunications is the career for the new Millennium with unlimited opportunities as the rapidly growing network of communications becomes more developed, and integral to the global industry and populations. A career in Telecommunications puts you on a global platform by connecting you with the world, and opening opportunities in a variety of settings.

### Program Description

This advanced post graduate diploma program prepares students for employment opportunities in design, development, research and management of telecommunications hardware and systems. Students learn advanced skills in telecommunications technology to prepare them for careers in telecommunication design, planning installation, communications maintenance and management.



## Post Graduate Diploma in Network Administration



### Duration

59 Weeks / 1480 Hours

### Course Overview

SSS	Student Success Strategy
SCE	English I
SAPL	A+ Essentials
SAPL.1	A+ IT Technician
SNET	Network +
SSC	Security +
LINUXF	Linux Fundamentals
LINUXI	Linux Intermediate
SDF	Database Fundamentals
SIPR	Introduction to Programming
SMCS	Managing Client Systems
SNMD	Managing Desktops
SMES	Microsoft Exchange Server
SNNI	Network Infrastructure
SWSI	Windows Server Infrastructure
SNIM	Identity Management
SNSS	Server Security
SWSC	Shell Scripting
CCNA	CCNA
CCNP	CCNP (ENCORE)
CWNA	CWNA
CCNPAR	Advanced Routing and Services
SPP	Project +
SCDV	Cloud DevOps
SNLSA	Linux System Administration
SKUA	Kubernetes Administration
SMIDS	Identity and Services
SNSA	Network Security Analysis
SCNT	Capstone Project for Networking
SPS	Professional Skills

### Career

Course content of this program provides a broad skill-set for many careers in the computing and communications industries. Today's global IT industry is continually evolving to meet the needs of expanding businesses. Companies demand more from their IT professionals including requiring them to be up-to-date with the latest certifications.

### Program Description

This program educates students in a wide range of computing and networking skills, including hands-on experience with the hardware and software used in personal computers. Students learn to manage and configure network traffic. Network installation design, cabling and connectivity is covered by the course, as well as hands-on experience in network troubleshooting, maintenance, adds, moves and changes.



## Post Graduate Diploma in Business Management

### Duration

89 Weeks / 2215 Hours

### Course Overview

ECO110	Principles of Microeconomics
SCBL1	Corporate and Business Law I
SFA1	Financial Accounting I
SBC	Business Communication
SKS	Keyboarding Skills
SMOA	Microsoft Word, Excel, PowerPoint
SHRM	Human Resource Management
MKT210	Introduction to Marketing
MGT110	Fundamentals of Management
SSA	Simply Accounting
SQB	Quickbooks
SFA2	Financial Accounting II
ECO210	Principles of Macroeconomics
ECO211	Managerial Economics
BUS310	Business and Society
SBM	Business Mathematics
SCBL2	Corporate and Business Law II
BUS330	Introduction to Entrepreneurship
MGT320	Fundamentals of Operation Research
SMIS	Management Information Systems
FIN410	Corporate Finance I
COM410	Fundamentals of E-Commerce
SBVE	Business Values and Ethics
SBS	Business Statistics
ACT410	Managerial Accounting
BUS530	Preparing a Business Plan
DPM520	Project Evaluation
SIBM	International Business and Marketing
SPSM	Purchase and Supply Management
SLDR	Leadership
BUS520	Business Research Methods
FIN610	Corporate Finance II
SCCM	Cross-Culture Management
SSM	Strategic Management
SIBO	Introduction to Business Organization
SOCM	Organizational Change Management
BUS610	Seminar in Business
BUS690	Management/Business Project
SPS	Professional Skills

### Career

Times have changed, and so has the art of running a business. Dynamic and successful business managers are not born - they are chiseled out through comprehensive study courses. The objective of the post graduate Business Management program is to prepare not only employees, but managers, by developing marketing, accounting and administrative skills. The completion of this program is a powerful employment credential that can assist graduates in receiving better job offers and higher salaries than they would otherwise receive.

### Program Description

This program prepares students for positions within the field of Business Management. Students receive training in office and business procedures, computer software, database management, marketing, entrepreneurship, and statistics. Additionally, students receive training in ethics, accounting and business law.



## Post Graduate Diploma in Sales and Marketing



### Duration

57 Weeks / 1425 Hours

### Course Overview

SCFI	Computer Fundamentals and Internet
SMOA	Microsoft Word, Excel, PowerPoint
SFA1	Financial Accounting I
SBC	Business Communication
SCBL1	Corporate and Business Law I
SIBO	Introduction to Business Organization
SFA2	Financial Accounting II
SBM	Business Mathematics
SMIS	Management Information Systems
ECO110	Principles of Microeconomics
ECO210	Principles of Macroeconomics
SCBL2	Corporate and Business Law II
SBVE	Business Values and Ethics
ECO211	Managerial Economics
SOCM	Organizational Change Management
MKT210	Introduction to Marketing
SRMM	Retail Marketing and Management
SSM	Sales Management
SMST	Marketing Strategy
MGT110	Fundamentals of Management
SIBM	International Business and Marketing
STQM	Total Quality Management
SNEG	Negotiations
SCCM	Cross-Culture Management
SIMC	Integrated Marketing Communication
SPS	Professional Skills

### Career

A future in Sales and Marketing is a rewarding career with numerous opportunities in several industries. Knowledge of the essential skills of sales, management, marketing, retail, and financial accounting gives graduates an advantage and opens new opportunities for leadership positions in the various industries. As long as there are companies which want to grow in sales, or improve their marketing, then a Post Graduate Diploma in Sales and Marketing will be in demand.

### Program Description

Our Post Graduate Diploma in Sales and Marketing trains students to evaluate market trends, plan, direct, and operate a business sales environment. Students gain essential skills in problem solving, leadership, market research, analysis, planning, cross cultural management and international business. Practical and hands-on training allows students to build confidence and necessary skills. Students learn techniques to succeed in any organization. Classroom discussion nurtures the ability to analyze issues and situations with a critical eye.





# Career Services



CIMT College Career Services provides numerous activities and support including job assistance to students. Career Services organizes successful career and recruitment fairs where suitable candidates can be offered employment by participating companies. Workshops on improving essential skills to impact employability are a regular feature of Career Services.

A one month paid/unpaid internship may be provided to students after successful completion of any program. Students initiate placement with the support of CIMT College.



Practicums for Hands on Training



International Students Meet and Greet



Everyone is a Winner!



Career Fair - Success Story



Recruitment Fair - Interview in Progress



Pre-screening Interview... She was hired!

# Convocation



Graduation Day



Mayor Bonnie Crombie joins the Convocation



Graduation Class of 2019



## General Information



### Financial Assistance

#### Monthly Payments

A monthly payment plan can be arranged to suit your needs. Tuition and material costs are divided into monthly payments throughout your program. The first payment is due on the first day of classes, and the final payment is due approximately one month prior to completion of your studies. Payments are interest free during your study period. All students are automatically eligible for monthly payment plans with no credit check or co-signer required.

#### Extended Monthly Payment Plan

For students who qualify, monthly payment plans may be extended beyond the end of your student period. A credit check is required, and some conditions apply.

#### Financial Assistance through Government Funding

The students can also fund their education through EI or WSIB. For more details please call our campus.

#### Out of Province Students

Financial assistance may be available for out of province students who qualify. For a list of provincial offices, please visit the Government of Canada CanLearn website at: [www.canlearn.ca](http://www.canlearn.ca)

#### Student Lines of Credit

Most major banks and credit unions offer student lines of credit to finance post-secondary education. Please visit your financial institution to find out more information.

#### Lifelong Learning Plan

The Canada Revenue Agency Lifelong Learning Plan (LLP) allows you to withdraw amounts from your RRSP to finance your education for you or your spouse (or common law partner). You may withdraw up to \$10,000 per year, and up to a total maximum of \$20,000. For more information visit the Canada Revenue Agency website at: [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca)

#### Registered Education Savings Plans

Students who have been named a beneficiary under a family member's Registered Education Savings Plan (RESP), may use funds from the RESP to finance their education at CIMT College. For more information, please contact the financial institution holding the RESP and visit the Government of Canada CanLearn website at: [www.canlearn.ca](http://www.canlearn.ca)

#### Employment Ontario

The Ontario Ministry of Training, Colleges and Universities (MTCU) administers programs, such as Employment Ontario, to assist individuals who are unemployed or who have qualified for Employment Insurance. Students may qualify for post-secondary education financing through Employment Ontario or other programs managed by MTCU.

#### Employer and Union Sponsored Education Program

Some employers and unions provide education assistance and tuition reimbursement programs for employees and children of employees. Check with your employer, or your parent's employer, to see if they offer any education assistance or tuition reimbursement programs for which you may qualify.



### Admission Procedure

**Step 1:** Review the program information and admission requirements mentioned in this Course Calendar, or visit [www.cimtcollege.com](http://www.cimtcollege.com)

**Step 2:** Fill out the online application form or the application forms available at our campuses. Submit the completed application form along with all required previous educational transcripts. Students applying under mature student status must complete an entrance test after submitting the application.

**Step 3:** After reviewing the application, **CIMT College** will issue an acceptance letter to the eligible candidates.

### Admission Requirements

#### For Diploma Programs

- Ontario Secondary School Diploma or Equivalent OR
- Mature Student Status- Be at least 18 years of age and pass a Superintendent approved qualifying test
- Basic Knowledge of computers is preferred
- Proficiency in English

#### For Post Graduate Diploma Programs

- Post Secondary Diploma/Degree or Equivalent
- Basic Knowledge of Computers is preferred
- Proficiency in English

#### Additional Requirements for Diplomas with Practicums

- Completed Medical Form
  - Police Check (Vulnerable Sector Search) Report
  - Valid Standard First Aid and CPR Level C Certification
- Ask your Admissions Advisor for more details.

### Bursaries

Bursaries are offered to local students applying for Diplomas or Post-graduate Diplomas at CIMT College. Our Admissions Team decides the bursary based on merit, achievement, and the need of the student. Students may ask their Admissions Advisor for more information.

### Fee Payments

Fee Payments are accepted personally at our college campuses through certified cheque, money order, bank draft, Visa, MasterCard or Interac. Payments are made payable to **Canadian Institute of Management and Technology**.

Please provide the following information to your bank:

**Name:** Canadian Institute of Telecommunication INC

**Bank Name:** Royal Bank

**Bank Address:** Main Branch Royal Plaza, 200 Bay Street, Toronto, ON M5J2J5

**Bank Swift Code:** ROYCCAT2

**Account Number:** 00002 003 1011915

### Tax Receipts

Official Tax Receipts (T2202A) are issued to students at the end of the year.







RECRUITMENT AGENT

UGANDA / EAST AFRICA  
CONTACT: FIBER TECHNOLOGIES LTD

+256 776 696384

E-MAIL: [lusiba@fiber-technologies.com](mailto:lusiba@fiber-technologies.com)

Web: <https://fiber-technologies.com>

EDUCATION  
AND TRAINING  
FOR SUCCESS  
SINCE 1998

**Malton Campus**

7200 Goreway Drive  
Mississauga, ON L4T 2T7

**Brampton Campus**

7900 Hurontario Street, Suite 1  
Brampton, ON L6Y 0P6

**Mississauga Campus**

250 Dundas St. West, Suite 105  
Mississauga, ON L5B 1J2

**Mississauga Trades**

2650 Slough Street  
Mississauga, ON L4T 3T2

**Scarborough Campus**

55 Nugget Avenue, Suite 202  
Scarborough, ON M1S 3L1

**Hamilton Campus**

574 Concession Street  
Hamilton, ON L8V 1B1

**Toronto Campus**

4 Collier Street, Suite 200  
Toronto, ON M4W 1L7



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[www.cimtcollege.com](http://www.cimtcollege.com)

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