

OPENING GLOBAL OPPORTUNITIES



**GREYSTONE
COLLEGE**

PART OF THE ILSC EDUCATION GROUP

VANCOUVER • TORONTO • NEW DELHI

WWW.GREYSTONECOLLEGE.COM

ABOUT GREYSTONE COLLEGE

Students who train at Greystone College enjoy a supportive, challenging and dynamic learning experience, and leave with career skills that enable them to compete and succeed in the changing global market.

Greystone College was established in 2002 and is proud to deliver premier quality career and vocational training in a stimulating, cross-cultural environment. We offer vocational training programs in Business, Tourism and Hospitality, and TESOL, and have locations in Vancouver, Toronto, and New Delhi.



Shortlisted
Vocational College 2014



OPEN OPPO

CONTENTS

- 04 Choose Greystone College
- 05 Explore Our Locations
- 06 Program Overview
- 07 Cooperative Education (Co-op)
- 08 Program List
- 09 Vancouver Programs
- 20 Toronto Programs
- 28 New Delhi Programs
- 31 Admission
- 32 Language Requirements

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GREYSTONE COLLEGE

CHOOSE GREYSTONE COLLEGE



Nationally and internationally-recognized qualifications

Earn a certificate or diploma from Greystone College, and more! Business students can also apply for certification through the Canadian Institute of Management. Tourism & Hospitality students are certified through the American Hotel and Lodging Educational Institute, and TESOL program students can earn recognized qualifications from University of Cambridge ESOL, and/or TESL Canada.



Instructors with professional experience

Greystone instructors are not just teachers, but experienced industry experts with recent, relevant and global work experience in their field. Learn from supportive instructors who know what it takes to be successful in the industry and who can support you to reach your learning goals and career dreams.



Small, interactive classes

Learn from your instructors and your peers in small classes that encourage student interaction and participation. Small classes provide you with more personalized attention and give instructors the flexibility to adapt course content to the interests and career goals of the students, making the curriculum more relevant to you.



Connect with industry experts

Greystone organizes periodic networking sessions with industry leaders where you can learn from the experts through hearing their personal success stories, challenges, and tips.



Wide variety of programs

Choose from a variety of diploma or certificate programs in the fields of Business, Tourism and Hospitality, or TESOL. Depending on your personal goals, you can choose to study specialized areas within your field of interest, or take longer programs that provide skills and knowledge in a range of topics.



New programs start every four weeks

Greystone College offers program intakes on an ongoing basis throughout the year. Start when it's convenient for you and choose to study in programs that are as short as 4 weeks or as long as 18 months.



Accelerate your career in a co-op or practicum

Put your skills into practice in a co-op or practicum and improve your resumé and earning potential with industry experience and references. TESOL students will participate in practicums in a real classroom either during or after their program. Business and Tourism & Hospitality students can choose a co-op program option that includes work preparation training and support to help them succeed in their placement.

EXPLORE OUR LOCATIONS

VANCOUVER
CANADA

TORONTO
CANADA

NEW DELHI
INDIA



VANCOUVER

Host city of the 2010 winter Olympics, Vancouver is consistently ranked as one of the best cities in the world to live in. It's also the largest city in Western Canada, and Canada's largest port, making it an important hub for both trade and tourism.

QUICK FACTS ABOUT VANCOUVER:

- Vancouver is one of the most multicultural cities in the world, so you can make international connections that will help you in your future career
- About 8 million tourists bring over 3.5 billion dollars into the city's economy every year
- Vancouver is one of Canada's most popular English language study destinations and has more ESL schools than any other city in the country
- With its beautiful beaches and spectacular mountains, Vancouver is a great place to live and enjoy the outdoors while you study

TORONTO

Come and discover Toronto, the heart of Canada's business and cultural life. Toronto is the nation's centre for finance, art, publishing, theatre, music, film and sports and pulses with the international energy of six million people.

QUICK FACTS ABOUT TORONTO:

- This vibrant metropolis is the most multicultural city on the planet, with more than 100 different ethnic and cultural groups
- Many of Canada's major companies, and the Canadian branches of many international companies are head-quartered here
- As Canada's largest metropolis, Toronto attracts over 13 million tourists per year
- This city, with its rich and diverse ethnic neighbourhoods, provides a wide variety of activities to enjoy

NEW DELHI

New Delhi is India's vibrant and bustling capital, a young metropolis, built upon the remnants of ancient cities. New Delhi is a fascinating mix of historical monuments and modern high-tech industry, colourful nightlife and fabulous shopping and dining options, truly a feast for the senses.

QUICK FACTS ABOUT NEW DELHI:

- New Delhi houses northern India's largest commercial and financial centres
- Many multi-national companies in information technology, telecommunications, hotels, banking, media and tourism have major offices here
- With so many international people doing business in Delhi, English instruction is in high demand, providing opportunities for TESOL instructors
- English skills are also required for local residents who want to increase their work opportunities in this burgeoning economy

PROGRAM OVERVIEW

Business, Tourism & Hospitality, and TESOL Programs

Study topics and earn qualifications that will open up global career opportunities!

Business

Business is one of the most popular fields of study at colleges and universities around the world, and a business education will give you insights and knowledge that will make you more successful in any industry. Greystone College business diploma and certificate programs focus on a wide range of key business topics, so you can develop broad knowledge about the business industry, or specialize in areas that meet your personal interests and career goals.

Studying business in Vancouver or Toronto, both major Canadian business centres, will provide you with access to local industry experts who can share their insights and experience. Studying in English, the main language of global business, and earning a qualification at a Canadian College will give you the competitive edge in your future career!

Tourism and Hospitality

According to the UN World Tourism Organization, 1 in 11 of the world's jobs are in the Tourism and Hospitality industry*. Studying to become a part of this growing industry will provide you with key skills that will put you in demand around the world in hotels, resorts, conferences, and more. If you like working with people, a career in tourism and hospitality will let you connect with both business and pleasure travellers from around the world to be a part of their positive travelling experience.

Studying tourism and hospitality in Vancouver or Toronto, two of Canada's major metropolitan business and tourism destinations, will provide you with opportunities to meet industry experts and review local case studies to learn more about the industry.

Teacher Training

English is the most widely taught language in the world and around 2 billion (28%) of the world's population speak it. Learning to teach English to non-native speakers provides global work opportunities, and is one of the best ways to combine a rewarding career with travel.

Studying teacher training at Greystone College will provide you with globally-recognized certifications and helpful teaching methods to support students towards developing their English language skills. Practicums provided within or after the programs will help you put your skills into practise and gain hands-on experience to support your resumé and work search.

*UN World Tourism Organization Tourism Highlights, 2014 Edition.



The benefit for me is rather simple. It's not just doing what it takes to complete the course but far more important it's the rewards which are never recorded in any transcript or certificate. In essence it was the meeting with and sharing the course experience with the teaching staff and my fellow students, a wonderfully diverse group. It was a challenging course and for that, I am grateful. If anything comes easy, it's not worth having.

Anthony, Canada



Co-operative Education Programs

Greystone College offers co-operative education (co-op) programs for students who want to put their skills into practise in a position related to their field of study. Co-op placements help you integrate your learning, and provide real world job experience, references, industry connections, and confidence!

WHO SHOULD TAKE A CO-OP PROGRAM?

Co-operative education is a perfect choice if you want to:

- Build networks with Canadian employers in your industry
- Apply classroom learning in a real world setting
- Add relevant job experience and references to your resumé

BUSINESS CO-OPS

- Placements are in unpaid entry-level positions in areas like administration, data entry, reception, and more
- Business co-op service includes a guaranteed interview

HOSPITALITY CO-OPS

- Placements are in paid entry-level positions in areas like guest services, front desk, food and beverage, retail, and more
- Hospitality co-op students typically find their own placements, but can opt to upgrade the service to include a guaranteed interview

CO-OP PROGRAM OVERVIEW

ACADEMIC STUDY

Classroom study provides the foundational concepts and skills to prepare students for their co-op placement or future career.

WORK PLACEMENT SKILLS CLASS

This 4 week course prepares students to apply for jobs in the Canadian market, and helps them develop and refine their resumé and cover letters.



CO-OP PLACEMENT

Students will receive support from Greystone College's co-op department to secure a paid or unpaid placement that meets the objectives of their program. Depending on their program and location, students may be able to opt to find their own placement, or Greystone will provide guaranteed interviews relevant to their program objectives. Once on placement, students will put their academic learning to the test in the industry.



POST-PLACEMENT STUDY

After completing the placement, students return to Greystone College for 2 more weeks of study to debrief on their experience, and to explore their next steps after completing the program.



COLLEGE PROGRAMS

BUSINESS PROGRAMS	DURATION	LOCATIONS	PAGE
Advanced Diploma in Business Administration Co-op*	54 weeks	V	10
Advanced Diploma in Business Administration*	40 weeks	V	10
- Certificate in International Business and Trade	8 weeks	V	10
- Certificate in Business Management	8 weeks	V	10
- Certificate in Business Communications	8 weeks	V	10
- Certificate in Human Resources	8 weeks	V	10
- Certificate in Financial Management and Planning	8 weeks	V	10
- Single Course	4 weeks	V	10
Diploma in Business Administration*	40 weeks	T	21
Diploma in Business Administration Co-op*	66 weeks	T	21
Certificate in International Business and Trade Clerk	8 weeks	T	23
Certificate in Business Management Clerk	8 weeks	T	22
Certificate in Business Communications (Non-Vocational)	8 weeks	T	22
Certificate in Human Resources Clerk	8 weeks	T	23
Certificate in Financial Management and Planning Officer	16 weeks	T	23
Diploma in International Business Management (IBM)*	26 weeks Daytime 48 weeks Evening**	V T	11 & 21
Diploma in International Business Management Co-op*	50 weeks Daytime 92 weeks Evening**	V T	11 & 21
Diploma in Supervisory Management	16 weeks	V T	13 & 22
Diploma in Business Communications*	26 weeks Daytime 48 weeks Evening	V	12
Diploma in Business Communications Co-op*	50 weeks Daytime 92 weeks Evening	V	12
Certificate in Business Experience	12 weeks	V	13
Certificate in Business Experience Co-op	26 weeks	V	13
TOURISM & HOSPITALITY PROGRAMS	DURATION	LOCATIONS	PAGE
Diploma in Tourism and Hospitality Management Co-op*	74 weeks	V T	14 & 24
Diploma in Tourism and Hospitality Management*	36 weeks	V T	14 & 24
- Sales and Marketing Certificate	4 weeks	V	14
- Event and Convention Management Certificate	12 weeks	V	14
- Rooms Division Certificate	16 weeks	V	14
- International Hotel Management Certificate	24 weeks	V	14
Diploma in Customer Service*	26 weeks Daytime 48 weeks Evening**	V T	16 & 25
Diploma in Customer Service Co-op*	50 weeks Daytime 92 weeks Evening**	V T	16 & 25

TEACHER TRAINING

PROGRAM	DURATION	LOCATIONS	PAGE
TESOL Diploma	12 weeks	V T	17 & 27
TESOL 130 Certificate	4 weeks	V	17
TESOL 130 Certificate	5 weeks	T	27
Cambridge TESOL Diploma	8 weeks	V	19
– TESOL TKT Certificate	4 weeks	V	19
– TKT Young Learners Certificate	4 weeks	V	19
CELTA	11 weeks	T	27
TESOL Business Certificate	4 weeks	ND	30
TESOL Certificate (with Cambridge TKT)	6 weeks	ND	29
Teaching Young Learners Preparation Certificate	4 weeks	ND	30

LEGEND V GREYSTONE COLLEGE VANCOUVER T GREYSTONE COLLEGE TORONTO ND GREYSTONE COLLEGE NEW DELHI

*OFF CAMPUS WORK IN CANADA

Students taking a Greystone College Vancouver or Toronto program of 26 weeks or longer will now have the right to work up to 20 hours per week off campus included with their Study Permit.

**Evening schedule available in Vancouver only.

VANCOUVER PROGRAMS



VANCOUVER BUSINESS PROGRAMS

Advanced Diploma in Business Administration (Academic or Co-op Program)

- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)
- Take individual certificates, or combine them to earn one of our three diplomas
- Flexible monthly start dates to suit your study needs, certification goals, and schedule

PROGRAM DESCRIPTION: Graduate from this 10 month program and gain a solid foundation in business administration. The program prepares you for the business world and future studies through a variety of courses. Learning is enhanced with classroom discussion, case studies, team projects and presentations.

Take all 5 certificates in order to complete this comprehensive program.

Graduates of this program are eligible to apply for the Certificate in Management and Administration from the Canadian Institute of Management.

ACADEMIC PROGRAM

40 weeks
Academic Study
(Core program content)



CO-OP PROGRAM

12 weeks Unpaid Co-op Placement



2 weeks Post Placement Study



CO-OP PLACEMENT

Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Event Marketing
- Human Resources
- International Trade

PROGRAM LENGTH:

Academic Program: 40 weeks

Co-op Program: 54 weeks

Take certificates individually, or combine them to earn one of Greystone College's Business Diplomas:

<p>Certificate in International Business and Trade</p> <p>Take the International Business and Marketing courses to complete this certificate. Learn about business in a global context, and explore the fundamentals of effective marketing planning and strategy.</p>	<p>Certificate in Business Communication</p> <p>Take the Organizational Behaviour and Managerial Communications courses to complete this certificate. Learn about the behaviour of individuals and groups in a business context and learn how to communicate effectively for business.</p>	<p>Certificate in Business Management</p> <p>Take the Introduction to Management and Business Law courses to complete this certificate. Learn about planning, organizing, directing and controlling organizational activities, and learn basic business law and legal terminology.</p>	<p>Certificate in Human Resources</p> <p>Take the Human Resources Management, and Managerial Accounting courses to complete this certificate. Learn about HR planning, recruiting, job analysis, performance management and more, and learn the basics of business accounting.</p>	<p>Certificate in Financial Management and Planning</p> <p>Take the Financial Management, and Strategic Analysis courses to complete this certificate. Get an introduction to financial management, and how finances play a role in business decision making. Analyze how managers make strategic decisions for the success of an organization.</p>
<p>Advanced Diploma in Business Administration</p>				

PROGRAM LENGTH: 8 weeks per certificate

Diploma in International Business Management (Academic or Co-op Program)

- Small interactive classes encourage a dynamic participatory learning environment
- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with experience in international business in an unpaid position

PROGRAM DESCRIPTION: Gain an excellent understanding of the essentials of business management. This program prepares you to enter the world of business management and looks at the current global business environment. Discuss global issues, prepare presentations, do team projects, and extend your research skills.

Graduates of the program are eligible to apply for the Certificate in Supervisory Management from the Canadian Institute of Management.

ACADEMIC PROGRAM

24 weeks Academic Study
(Core program content)



2 weeks Job Search
Preparation Course

CO-OP PROGRAM

24 weeks Unpaid Co-op Placement



2 weeks Post
Placement Study

CO-OP PLACEMENT



Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Banking
- Marketing / Marketing Research
- Human Resources
- Logistics

PROGRAM LENGTH:

Academic Program: 26 weeks Daytime
48 weeks Evening*

Co-op Program: 50 weeks Daytime
92 weeks Evening*

Diploma in Business Communications (Academic or Co-op Program)

- Gain a solid foundation in administration skills and prepare for entry into the world of business
- Improve key skills needed for success in a business environment such as communication, teamwork, prioritizing and problem solving
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with experience in business communications in an unpaid position

PROGRAM DESCRIPTION: Develop a diverse range of skills and knowledge as you cover a range of topics to prepare you for a variety of business industry positions such as customer service advisor, clerical worker, data entry operator, information desk clerk, office junior, receptionist and more. Develop the technical skills you need for business, as well as critically important soft skills that employers seek, like communication and teamwork.

Upon graduation, you will be able to apply a broad range of skills in varied work contexts, and will be able to provide technical advice and support to a team.

ACADEMIC PROGRAM

24 weeks
Academic Study
(Core program content)



2 weeks Job Search
Preparation Course



CO-OP PROGRAM

24 weeks Unpaid Co-op Placement

2 weeks Post
Placement Study

CO-OP PLACEMENT



Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Administration
- Reception
- Administration Coordination

PROGRAM LENGTH:

Academic Program: 26 weeks Daytime
48 weeks Evening*

Co-op Program: 50 weeks Daytime
92 weeks Evening*



Diploma in Supervisory Management (Academic Program)

- Develop an understanding of workplace relationships and learn how to effectively manage colleagues for organizational success
- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)
- Flexible monthly start dates to suit your study needs, certification goals and schedule

PROGRAM DESCRIPTION: Develop a solid foundation in supervisory management. The program provides you with the key business communication, leadership, and relational skills, as well as the foundational planning, organizing, and logistical skills and legal knowledge required for effective supervisory management. Learning is enhanced with classroom discussion, case studies, team projects, field trips and presentations.

The Supervisory Management Program is comprised of two two-month certificates. Graduates of the program are eligible to apply for the Certificate in Supervisory Management from the Canadian Institute of Management.

PROGRAM LENGTH: 16 weeks (21 hours per week)



Certificate in Business Experience (Academic or Co-op Program)

- Choose three courses from our wide range of business course options and focus on your areas of interest
- Short term certificate with flexible start dates gets you certified in key business areas, preparing you with in demand skills for work in a wide range of industries
- In the Co-op Program, strengthen your résumé with experience in business administration in an unpaid position

PROGRAM DESCRIPTION: This flexible program allows students to focus on business topics most relevant to their needs or interests in order to earn a Certificate in Business Experience. Students can choose any three business courses offered at Greystone College and focus on areas like communication, management, HR, financial management, and international business.

PROGRAM LENGTH: Academic Program: 12 weeks
Co-op Program: 26 weeks

ACADEMIC PROGRAM

12 weeks
Academic Study
(Core program content)



CO-OP PROGRAM

12 weeks Unpaid Co-op Placement



2 weeks Post Placement Study

CO-OP PLACEMENT



Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Administration
- Customer Service
- Reception
- Administration Coordination

VANCOUVER HOSPITALITY PROGRAMS

Diploma in Tourism & Hospitality Management (Academic or Co-op Program)

- A career step into the fastest-growing industry in Canada
- Earn a diploma and certificates from the internationally-recognized Educational Institute of the American Hotel & Lodging Association (AH&LA)
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with experience in tourism and hospitality in a paid position

PROGRAM DESCRIPTION: Greystone College's Diploma in Tourism & Hospitality Management program is an intensive diploma program designed specifically to meet the vast employment needs, both staff and managerial, in the global tourism, hospitality, resorts and conventions markets.

Develop the knowledge and skills necessary to choose your career path and secure rewarding and successful employment in an industry that is expanding and vibrant.

ACADEMIC PROGRAM

36 weeks
Academic Study
(Core program content)



CO-OP PROGRAM

36 weeks Paid Co-op Placement



2 weeks Post Placement Study

The Diploma of Tourism & Hospitality Management is made up of 4 certificates:

CERTIFICATE				COURSE NAME
SALES AND MARKETING CERTIFICATE 4 WEEKS				Sales and Marketing
EVENT MANAGEMENT CERTIFICATE 12 WEEKS				Food and Beverage Service
ROOMS CERTIFICATE 16 WEEKS				Convention Management Services
INTERNATIONAL HOTEL MANAGEMENT 24 WEEKS				Marketing in the Hospitality Industry
				Destination Management
				Supervision in the Hospitality Industry
				Housekeeping
				Front Office Operations
				Managing Technology
				Managing Hospitality
				Human Resources
				International Hotel Management
				Accounting

DIPLOMA IN TOURISM & HOSPITALITY MANAGEMENT

CO-OP PLACEMENT



Put your new skills to work in a paid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Guest Services
- Event Coordination
- Human Resources Coordination

PROGRAM LENGTH:

Academic Program: 36 weeks

Co-op Program: 74 weeks



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In the future, I would like to work in management at deluxe properties. I decided to attend college in a foreign country to obtain international experience, and also, I find it very interesting to be able to meet people from all over the world and learn about their traditions and customs.

The training I'm receiving at Greystone College will help me reach my career goals. I am learning lots of valuable things in class and I get a chance to see real-life examples when our class goes on field trips.

Elena, Russia



Diploma in Customer Service (Academic or Co-op Program)

- Develop a solid foundation in customer service skills and prepare for entry into the hospitality, tourism and travel industries
- Learn how to effectively build your product and service knowledge in order to provide relevant information to customers
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with customer service experience in a paid position

PROGRAM DESCRIPTION: This program will prepare you for success in workplaces driven by customer relationships, providing a pathway to work in organizations such as restaurants, hotels, motels, clubs, pubs, coffee shops and retail stores. With this qualification, specialize in areas such as accommodation services, food and beverage and retail, or put your diverse skills to support the needs of small businesses. Learn effective communication skills, how to manage conflict and handle customer complaints, how to work in a team, and how to build product and service knowledge in order to provide relevant information to customers.

ACADEMIC PROGRAM

24 weeks
Academic Study
(Core program content)



2 weeks Job Search
Preparation Course



CO-OP PROGRAM

24 weeks Paid Co-op Placement

2 weeks Post
Placement Study



CO-OP PLACEMENT

Put your new skills to work in a paid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Front Desk
- Food and Beverage
- Retail

PROGRAM LENGTH:

Academic Program: 26 weeks Daytime
48 weeks Evening*

Co-op Program: 50 weeks Daytime
92 weeks Evening*

VANCOUVER TESOL PROGRAMS



TESOL Diploma

- Recognized by TESL Canada as Professional Standard 2
- Option to take internationally-recognized Cambridge University TKT exam
- Course focuses on a high degree of interaction between instructor and students
- Practicum component in each module

PROGRAM DESCRIPTION: The objective of our teacher training program is to provide you with the skills, knowledge, and confidence to become a successful ESL/EFL teacher. This program is recognized by TESL Canada. Students who successfully complete this program may apply for TESL Canada's Professional Standard Two certification, provided they meet the language and education requirements.

PROGRAM LENGTH: 12 weeks

TESOL 130 Certificate

- 130-hour program
- One month full-time or 12 weeks part-time evenings
- Full practicum arranged in Language School
- Recognized by TESL Canada as Professional Standard 1

PROGRAM DESCRIPTION: The objective of this teacher training program is to provide the hands-on experience, theory and training to enable you to become a qualified ESL/EFL teacher. New teachers may teach in Canada or overseas.

This program is recognized by TESL Canada. Students who successfully complete this program and have a degree may apply for TESL Canada's Professional Standard Level One certification.

PROGRAM LENGTH: 4 weeks Full-Time or 12 weeks Part-Time (4 week practicum arranged after program)



WHAT IS TESL CANADA?

TESL CANADA (Teaching English as a Second Language in Canada) is a national organization dedicated to advancing communication and coordinating awareness of issues for those concerned with English as a second language and English skills development. The organization promotes advocacy for ESL learners, unifies teachers and learners by providing a forum and network capabilities, supports the sharing of knowledge and experiences across Canada, and represents diverse needs and interests in TESL nationally and internationally.

TKT

Teaching Knowledge Test

WHAT IS TKT?

TKT is a test from Cambridge ESOL about teaching English to speakers of other languages. It aims to increase teachers' confidence and enhance job prospects by focusing on the core teaching knowledge needed by teachers of primary, secondary or adult learners, anywhere in the world. This flexible and accessible award will help you to understand different methodologies for teaching, the 'language of teaching', the ways in which resources can be used, the key aspects of lesson planning, and classroom management methods for different needs.



CAMBRIDGE ENGLISH
Language Assessment

Authorised Centre



“

I've been teaching at a bilingual preschool for some years and although I have classroom experience, this course changed my perspective in so many ways. When I decided to enroll in the TKT Young Learners Certificate, I thought I would only improve my English and some teaching skills, but the course took me far beyond that. I learned so many aspects about teaching that I've never considered before—I learned to prepare complete lesson plans, materials, how to look for resources and what kind of resources to use for each situation. I'll take this experience not only into my professional career but also into my life!

Anne, Brazil

Cambridge TESOL Diploma

- Develop the knowledge, skills and teaching methods required for teaching English to learners of any age
- Gain hands on practice through classroom observation, peer teaching and a young learners practicum
- Option to take the internationally recognized Cambridge University TKT exam, including modules 1–3 and TKT–YL

PROGRAM DESCRIPTION: Complete both the TESOL TKT Certificate, and the TKT–YL Certificate and earn the Cambridge TESOL Diploma. Develop the skills and knowledge required for teaching English to Adults and Young Learners.

PROGRAM LENGTH: 8 weeks (includes 1 week practicum)

TESOL TKT Certificate

- Provides an understanding of the fundamentals of TESOL
- Prepares you to take the Cambridge Teaching Knowledge Test
- Course that focuses on a high degree of interaction between instructor and students
- Builds confidence and fluency in speaking and presentation skills
- Option to take the internationally recognized Cambridge University TKT exam
- Includes observation and peer teaching

PROGRAM DESCRIPTION: Learn the fundamentals of TESOL and prepare for the Cambridge Teaching Knowledge Test. During the course, you will develop confidence in presenting and giving instructions, and will be given the opportunity to lead ESL activities and observe an ESL class.

PROGRAM LENGTH: 4 weeks

TKT–Young Learners Certificate

- Learn valuable strategies, skills and knowledge required to teach English to Young Learners
- 1 week of unique practicum that includes observation and practice teaching in day cares, preschools, or elementary schools
- Program designed by qualified and experienced experts in both ESL and public education for children, adolescents and adults
- Option to take the internationally recognized Cambridge University TKT–YL exam

PROGRAM DESCRIPTION: The TKT–Young Learners Program will provide you with the knowledge, strategies and skills required to teach and engage young learners. TKT–Young Learners is ideal if you are an international teacher working, or intending to work, in the primary sector of education. Gain an understanding of planning lessons, different teaching strategies and assessing learning. The 4 week course includes 1 week of unique practicum that includes observation and practice teaching in day cares, preschools, or elementary schools.

PROGRAM LENGTH: 4 weeks (includes 1 week practicum)



“

I have definitely learnt a lot over the past three months at Greystone College. I have been inspired to become a motivating and well-rounded teacher who teaches for all kinds of learners with a variety of activities that I have been introduced to while studying here. I have also learnt to become an open-hearted and understanding teacher.

Sophie, Canada

TORONTO PROGRAMS



TORONTO

BUSINESS PROGRAMS

Diploma in Business Administration (Academic or Co-op Program)

- Flexible monthly start dates to suit your study needs, certification goals and schedule
- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)
- Gain key skills in a variety of business topics and leave with a broad understanding of the world of business

PROGRAM DESCRIPTION:

Develop a solid foundation in business administration. The program prepares you for the business world and future studies through a variety of courses. Learning is enhanced with classroom discussion, case studies, team projects and presentations.

Graduates of this program are eligible to apply for the Certificate in Management and Administration from the Canadian Institute of Management.

ACADEMIC PROGRAM

40 weeks
Academic Study
(Core program content)

CO-OP PROGRAM

24 weeks Unpaid Co-op Placement

2 weeks Post Placement Study



CO-OP PLACEMENT

Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Administration
- Customer Service
- Reception
- Administration Coordination

PROGRAM LENGTH:

Academic Program: 40 weeks

Co-op Program: 66 weeks

Diploma in International Business Management (Academic or Co-op Program)

- Small interactive classes encourage a dynamic participatory learning environment
- Focus on business issues in the international context
- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)

PROGRAM DESCRIPTION:

Graduates will gain an excellent understanding of the essentials of business management. This program prepares you to enter the world of business management and looks at the current global business environment. Discuss global issues, prepare presentations, do team projects, and extend your research skills.

Graduates of the program are eligible to apply for the Certificate in Supervisory Management from the Canadian Institute of Management.

ACADEMIC PROGRAM

24 weeks
Academic Study
(Core program content)

CO-OP PROGRAM

2 weeks Job Search Preparation Course

24 weeks Unpaid Co-op Placement

2 weeks Post Placement Study



CO-OP PLACEMENT

Put your new skills to work in an unpaid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Banking
- Marketing / Marketing Research
- Human Resources
- International Trade / Logistics

PROGRAM LENGTH:

Academic Program: 26 weeks

Co-op Program: 50 weeks



Diploma in Supervisory Management (Academic Program)

- Flexible monthly start dates to suit your study needs, certification goals and schedule
- Completion of the program qualifies you for certification by the Canadian Institute of Management (CIM)
- Develop an understanding of workplace relationships and learn how to effectively manage colleagues for organizational success

PROGRAM DESCRIPTION: Develop a solid foundation in supervisory management. The program provides you with the key business communication, leadership, and relational skills, as well as the foundational planning, organizing, and logistical skills and legal knowledge required for effective supervisory management. Learning is enhanced with classroom discussion, case studies, team projects, field trips and presentations.

Graduates of the program are eligible to apply for the Certificate in Supervisory Management from the Canadian Institute of Management.

PROGRAM LENGTH: 16 weeks



Certificate in Business Communications (Non-Vocational)

- Programs taught by industry professionals and highly-qualified instructors
- Develop skills for effective business communication in a fast 8-week program

PROGRAM DESCRIPTION: Take the Organizational Behaviour and Managerial Communications courses to complete this certificate. Students will learn about the behaviour of individuals and groups in a business context and learn how to communicate effectively for business.

PROGRAM LENGTH: 8 weeks



Certificate in Business Management Clerk

- Programs taught by industry professionals and highly-qualified instructors
- Gain specialized knowledge in business management in a fast 8 week program

PROGRAM DESCRIPTION: Take the Introduction to Management and Business Law courses to complete this certificate. Learn about planning, organizing, directing and controlling organizational activities, and learn basic business law and legal terminology.

PROGRAM LENGTH: 8 weeks

Certificate in Financial Management and Planning Officer

- Programs taught by industry professionals and highly-qualified instructors
- Gain specialized knowledge in financial management and planning

PROGRAM DESCRIPTION: Start this program by gaining a solid understanding of business processes and strategies through our Introduction to Management course, and gain basic accounting knowledge, which will lay the groundwork for the challenging courses that follow, in the Managerial Accounting course.

Take the Financial Management, and Strategic Analysis courses to complete this certificate. You will get an introduction to financial management, and how finances play a role in business decision making. You will also analyze how managers make strategic decisions for the success of an organization.

PROGRAM LENGTH: 16 weeks

Certificate in Human Resources Clerk

- Programs taught by industry professionals and highly-qualified instructors
- Gain specialized knowledge in Human Resources in a fast 8-week program

PROGRAM DESCRIPTION: Take the Human Resources Management, and Managerial Accounting courses to complete this certificate. Learn about HR planning, recruiting, job analysis, performance management and more, and learn the basics of business accounting.

PROGRAM LENGTH: 8 weeks

Certificate in International Business and Trade Clerk

- Programs taught by industry professionals and highly-qualified instructors
- Gain an understanding of International Business and Trade in a fast 8 week program

PROGRAM DESCRIPTION: Take the International Business and Marketing courses to complete this certificate. Learn about business in a global context, and explore the fundamentals of effective marketing planning and strategies.

PROGRAM LENGTH: 8 weeks



TORONTO

HOSPITALITY PROGRAMS



Diploma in Tourism & Hospitality Management (Academic or Co-op Program)

- A career step into the fastest growing industry in Canada
- Earn a diploma and certificates from the internationally recognized Educational Institute of the American Hotel & Lodging Association (AH&LA)
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with experience in Tourism and Hospitality in a paid position

PROGRAM DESCRIPTION: Greystone College's Diploma in Tourism & Hospitality Management program is an intensive diploma program designed specifically to meet the vast employment needs, both staff and managerial, in the global tourism, hospitality, resorts and conventions markets.

Develop the knowledge and skills necessary to choose your career path and secure rewarding and successful employment in an industry that is expanding and vibrant.

PROGRAM LENGTH:

Academic Program: 36 weeks (30 hours/week)

Co-op Program: 74 weeks

ACADEMIC PROGRAM

36 weeks
Academic Study
(Core program content)



36 weeks Paid Co-op Placement



2 weeks Post
Placement Study

CO-OP PLACEMENT



Put your new skills to work in a paid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Guest Services
- Event Coordination
- Human Resources Coordination

Diploma in Customer Service (Academic or Co-op Program)

- Develop a solid foundation in customer service skills and prepare for entry into the hospitality, tourism and travel industries
- Learn how to effectively build your product and service knowledge in order to provide relevant information to customers
- In the Academic Program, get ready to find work after graduation with the job search preparation course
- In the Co-op Program, strengthen your resumé with customer service experience in a paid position

PROGRAM DESCRIPTION: Prepare for success in workplaces driven by customer relationships, in organizations such as restaurants, hotels, motels, clubs, pubs, coffee shops and retail stores. With this qualification, you will be able to specialize in areas such as accommodation services, food and beverage and retail, or use your diverse skills to support the needs of small businesses. Learn effective communication skills, how to manage conflict and handle customer complaints, how to work in a team, and how to build product and service knowledge in order to provide relevant information to customers.

PROGRAM LENGTH:

Academic Program: 26 weeks

Co-op Program: 50 weeks

ACADEMIC PROGRAM

24 weeks
Academic Study
(Core program content)



2 weeks Job Search
Preparation Course



CO-OP PROGRAM

24 weeks Paid Co-op Placement

2 weeks Post
Placement Study



CO-OP PLACEMENT

Put your new skills to work in a paid co-op placement that relates to your program objectives.

Co-op placements could be in areas like:

- Front Desk
- Food and Beverage positions
- Retail



TORONTO TESOL PROGRAMS



WHAT IS TESL CANADA?

TESL CANADA (Teaching English as a Second Language in Canada) is a national organization dedicated to advancing communication and coordinating awareness of issues for those concerned with English as a second language and English skills development. The organization promotes advocacy for ESL learners, unifies teachers and learners by providing a forum and network capabilities, supports the sharing of knowledge and experiences across Canada, and represents diverse needs and interests in TESL nationally and internationally.



WHAT IS TKT?

TKT is a test from Cambridge ESOL about teaching English to speakers of other languages. It aims to increase teachers' confidence and enhance job prospects by focusing on the core teaching knowledge needed by teachers of primary, secondary or adult learners, anywhere in the world. This flexible and accessible award will help you to understand different methodologies for teaching, the 'language of teaching', the ways in which resources can be used, the key aspects of lesson planning, and classroom management methods for different needs.



Authorised Centre

WHAT IS UNIVERSITY OF CAMBRIDGE?

The University of Cambridge in England has been at the forefront of English language assessing and teacher development for over forty years. Their rigorous standards and internal assessment processes ensure high quality testing and training that makes their programs and qualifications recognized around the world.

TESOL Diploma

- Recognized by TESL Canada as Professional Standard 2
- Option to take internationally-recognized Cambridge University TKT exam
- Course focuses on a high degree of interaction between instructor and students
- Practicum component in each module

PROGRAM DESCRIPTION: The objective of our teacher training program is to provide you with the skills, knowledge, and confidence to become a successful ESL/EFL teacher. This program is recognized by TESL Canada. Students who successfully complete this program may apply for TESL Canada's Professional Standard Two certification, provided they meet language and education requirements.

PROGRAM LENGTH: 12 weeks

TESOL 130 Certificate

- 130-hour program
- Full practicum arranged in Language School
- Recognized by TESL Canada as Professional Standard 1

PROGRAM DESCRIPTION: Get the hands on experience, theory and training to enable you to become a qualified ESL/EFL teacher. New teachers may teach in Canada or overseas.

This program is recognized by TESL Canada. Students who successfully complete this program and have a degree may apply for TESL Canada's Professional Standard Level One certification.

PROGRAM LENGTH: 5 weeks (includes 1 week practicum)

CELTA (University of Cambridge Certificate in English Language Teaching to Adults)

- #1 most-recognized qualification for teaching adults ESL locally and abroad
- Focus on practical aspects of language teaching
- Guaranteed maximum ratio of 1 trainer to 6 trainees
- Instructors have experience teaching multi-lingual groups of language learners
- Assistance and information in finding work locally and abroad

PROGRAM DESCRIPTION: The objective of our teacher training program is to provide you with the skills, knowledge and confidence to become a successful ESL teacher.

CELTA is an initial qualification for people with little or no previous teaching experience and is one of the most widely taken qualifications of its kind. Over 10,000 people each year choose CELTA to open up a whole world of exciting English language teaching opportunities.

This program is recognized by TESL Canada. Students who successfully complete this program and have a degree may apply for TESL Canada's Professional Standard Level One certification.

PROGRAM LENGTH: 11 weeks, Part-Time



NEW DELHI PROGRAMS



NEW DELHI TESOL PROGRAMS



TESOL Certificate (with Cambridge University TKT)

- Internationally-recognized TESOL and Cambridge University teaching certificate
- Developed in Canada and taught by internationally certified TESOL instructors
- Comprehensive methodology and hands-on supervised practicum

PROGRAM DESCRIPTION: The objective of our teacher training program is to provide you with the skills, knowledge, and confidence to become a successful international ESL/EFL trainer. This comprehensive certificate meets the criteria for internationally recognized teacher training programs.

CAMBRIDGE TKT EXAM: You will have the opportunity to prepare for, and take the Cambridge Teaching Knowledge Test after the TESOL program of study. Practice tests and special TKT workshops will be provided. You will receive internationally recognized teaching certificates from Cambridge University.

PROGRAM LENGTH: 6 weeks (105 hours classroom instruction, 6 hours observation, 9 hours practicum)

“

The course opened new horizons of learning for me. It gave me a different perspective of business English training. The skills I've picked up will, I believe, contribute substantially to any future success I might have as a trainer.

I thought, as a trainer, I had all the necessary skills. As the course progressed, I realized how much I didn't know!

Pratik Moitra,
India

Teaching Young Learners Preparation (TYLP) Certificate

- Quality education at one of the top language schools of Canada in India, affiliated with regulatory educational bodies and known worldwide
- One week of unique practicum that includes observation and practice teaching in day cares, preschools, or elementary schools
- Program designed by qualified and experienced experts in both ESL and public education for children, adolescents and adults

PROGRAM DESCRIPTION: The TYLP Program will help you improve your English skills and teaching vocabulary, and give you the necessary confidence to work with children in English. Focus on interesting topics like how children develop and learn, as well as second language acquisition activities, games, crafts and songs that kids love. You will also do a number of presentations and complete a one week practicum in an Indian school or organization of your choice.

Practice does make perfect!

PROGRAM LENGTH: 4 weeks (80 hours classroom instruction, 20 hours practicum)

TESOL Business Certificate

- Comprehensive corporate TESOL training program from Canada's leading teacher training centre
- Taught by TESOL-certified instructors
- Internationally developed hands-on methodology combined with real-life practicum

PROGRAM DESCRIPTION: The objective of our TESOL Business Certificate Program is to provide you with the skills, knowledge, and confidence to become a successful international corporate trainer. This comprehensive certificate provides the teaching tools, techniques, and methodology to address the training needs of employees in the field of business.

PROGRAM LENGTH: 4 weeks (60 hours classroom instruction, 4 hours practicum)



ADMISSIONS

APPLYING TO GREYSTONE COLLEGE

To be admitted to any Greystone College program, prospective students must meet specific requirements regarding age, prior education, English level, and demonstrated proficiency in the basic skills required for college level work.

All applicants must:

- Have a secondary school diploma or equivalent (in Toronto, accepted secondary school diplomas must be from Canada or the USA); or
- Be at least 18 years of age, and, in Toronto only, pass a superintendent approved qualifying test.

Students must submit proof that he/she meets all of the program's admission criteria (e.g. transcript, proof of age, etc.).

All applicants whose first language is not English must provide proof of English proficiency. Please refer to the below chart on the following page for the language entry level required for your chosen program.

Prospective students requesting credit for prior post-secondary education must submit transcripts (in English) before registration.

If the prospective student fails to meet the minimum admission requirements, neither the institution nor the student can waive the requirements.

INTERVIEW

All students planning to attend Greystone College will be required to participate in an interview in order to determine their suitability for their desired program. For non-native English speakers, the interview will also examine language ability. The interview can be conducted in person, or over the phone.

VISAS AND IMMIGRATION

CANADA

The following is general information. Visa regulations are determined by Immigration Canada and are subject to change. Please verify visa information with the nearest Canadian embassy or consulate.

VISITOR VISA

International students who wish to study in Canada for up to 6 months may need a Visitor's Visa depending on the country for which they hold a passport. To see if this applies to you, please check the list of Countries and Territories Whose Citizens Require Visas in order to enter Canada as Visitors: www.cic.gc.ca/English/visit/visas.asp

STUDY PERMIT

Students do not need a Study Permit for study programs that last 6 months or less.

If you plan to study in Canada for longer than 6 months, you must obtain a Study Permit. These are available through your local Canadian visa office. www.cic.gc.ca/English/information/offices/missions.asp

Students may apply for a Study Permit even if they are going to study for 6 months or less. If students are coming for less than 6 months and are thinking of possibly extending their studies to more than 6 months, they should apply for a Study Permit in their home country. Students can extend their Study Permit from within Canada, but they cannot get a Study Permit from within Canada.

Students will need to include the DLI number for their chosen Greystone College location when applying for their study permit:

Greystone College Vancouver: 019352522932

Greystone College Toronto: 019376982302

OFF-CAMPUS WORK

Students taking a college program of 26 weeks or longer in Canada will now have the right to work up to 20 hours per week off-campus included with their Study Permit.

WORK PERMIT

For both paid and unpaid co-op programs students must have a Study Permit and a Work Permit.

INDIA VISA

Securing an Indian visa is the responsibility of the applicant. Please contact Greystone College New Delhi with general questions: inquiry@ilsc.in

AFFILIATIONS



ILSC Education Group



The Private Career Training Institutions Agency (PCTIA)



American Hotel and Lodging Association (AHLA)



TESL Canada



National Association of Career Colleges (NACC)



British Columbia Career Colleges Association (BCCCA)



The Association of BC Teachers of English as an Additional Language (B.C. TEAL)



British Columbia Hotel Association



Canadian Institute of Management



BC Education Quality Assurance
Greystone College Vancouver is recognized by the British Columbia Education Quality Assurance program. BC's EQA designation is a provincial seal that is recognized globally as a symbol of quality education and consumer protection.

LANGUAGE REQUIREMENTS

International students must demonstrate an upper intermediate level of English by completing our online assessment test and an arranged speaking interview, or by submitting an official test score that meets the minimum requirement for their desired program of study. Please refer to the chart for individual program language requirements.

NOTE: If you do not currently meet the language requirements, please let us know. Our English language programs available through ILSC Language Schools can help prepare you for entry into one of our Business, Teacher Training, Hospitality or vocational programs.

GREYSTONE COLLEGE VANCOUVER PROGRAMS		LANGUAGE REQUIREMENTS		
		TOEFL iBT	IELTS	ILSC LEVEL
BUSINESS	Advanced Diploma in Business Administration (Academic or Co-op Program) Consisting of the following certificates:	80	6.5	A1
	• Certificate in International Business and Trade	80	6.5	A1
	• Certificate in Business Management	80	6.5	A1
	• Certificate in Business Communications	80	6.5	A1
	• Certificate in Human Resources	80	6.5	A1
	• Certificate in Financial Management and Planning	80	6.5	A1
	• Single Course	80	6.5	A1
	Diploma in International Business Management (IBM) (Academic or Co-op Program)	80	6.5	A1
Diploma in Supervisory Management	80	6.5	A1	
Diploma in Business Communications (Academic or Co-op Program)	50	5.0	I2	
Certificate in Business Experience (Academic or Co-op Program)	80	6.5	A1	
TOURISM & HOSPITALITY	Diploma in Tourism & Hospitality Management (Academic or Co-op Program)	70	6.0	I4
	• Sales & Marketing Certificate	70	6.0	I4
	• Event and Convention Management Certificate	70	6.0	I4
	• Rooms Division Certificate	70	6.0	I4
	• International Hotel Management Certificate	70	6.0	I4
Diploma in Customer Service (Academic or Co-op Program)	40	4.0	B4	
TESOL	Cambridge TESOL Diploma Consisting of the following certificates:	70	6.0	I4
	• TESOL –TKT Certificate	55	5.5	I3
	• TKT-Young Learners Certificate	70	6.0	I4
	TESOL Diploma	80	6.5	A1
	TESOL 130 Certificate	80	6.5	N/A

GREYSTONE COLLEGE TORONTO PROGRAMS		LANGUAGE REQUIREMENTS		
		TOEFL iBT	IELTS	ILSC LEVEL
	Diploma in Business Administration (Academic or Co-op Program)	80	6.5	A1
	Certificate in Business Communications (Non-Vocational)	80	6.5	A1
	Certificate in Business Management Clerk	80	6.5	A1
	Certificate in Financial Management and Planning Officer	80	6.5	A1
	Certificate in Human Resources Clerk	80	6.5	A1
	Certificate in International Business and Trade Clerk	80	6.5	A1
	Diploma in International Business Management (IBM) (Academic or Co-op Program)	80	6.5	A1
	Diploma in Supervisory Management (Academic or Co-op Program)	80	6.5	A1
	Diploma in Tourism & Hospitality Management (Academic or Co-op Program)	70	6.0	I4
	Diploma in Customer Service	40	4.0	B4
	TESOL Diploma	80	6.5	A1
	TESOL 130 Certificate	80	6.5	A2
	CELTA	102	7.5	A3

GREYSTONE COLLEGE NEW DELHI PROGRAMS		LANGUAGE REQUIREMENTS		
		TOEFL iBT	IELTS	ILSC LEVEL
	TESOL Certificate (with Cambridge TKT)	70	6.0	I4
	Teaching Young Learners Preparation Certificate (TYLP)	50	5.0	I2
	TESOL Business Certificate	70	6.0	I4

CONNECT WITH THE GREYSTONE COLLEGE COMMUNITY

You Tube

SEARCH **GREYSTONE COLLEGE**

ON YOUTUBE TO LEARN MORE ABOUT OUR PROGRAMS AND TO SEE REAL STUDENT EXPERIENCES

GREYSTONE COLLEGE
OPENING GLOBAL OPPORTUNITIES



JOIN **GREYSTONE COLLEGE'S FACEBOOK**

COMMUNITY TO CONNECT WITH PAST, CURRENT AND FUTURE STUDENTS!



FOLLOW US ON TWITTER
@GREYSTONEC






CHECK OUT THE **GREYSTONE COLLEGE BLOG**

FOR EXPERT ADVICE, LEARNING TIPS AND STUDENTS EXPERIENCES!



**GREYSTONE
COLLEGE**

PART OF THE ILSC EDUCATION GROUP

CONTACT INFORMATION

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DLI: 019376982302

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