



FRIENDSHIP  
KNOWLEDGE  
FUTURE  
GRADUATION



**ALPHA**  
**COLLEGE**  
of Business and Technology

**PROGRAM**  
**GUIDE**  
*2020 - 2021*



“

Alpha College has been a great fit for me. The staff and faculty were very supportive to students. If I had the chance to do it over, I would definitely be right back at Alpha!

- *Pulkit Sihari*  
Student of Business

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# ABOUT ALPHA

To promote a metropolitan experience for international students, St. Lawrence College and Alpha formed a partnership in **2008**, allowing International students to take advantage of the opportunity to live and study in Toronto.

The College's overall approval rating for learning environment and excellence in graduate preparation is among the highest for community colleges in Ontario. Following the St. Lawrence curriculum, each semester is designed to meet the challenges unique to international students and exceed academic expectations through a combination of theory and hands-on experience.

With a roster of highly qualified faculty, dedicated staff and impressive facilities, Alpha College serves as an exemplary training ground for students. A focus on academic development and advocacy for progress ensures a smooth integration of graduates into the workforce.



# 7 REASONS TO STUDY AT ALPHA

Alpha College offers international students the advantages of receiving a diploma from a prestigious public institution while studying in a multicultural environment in which students learn both theoretical and practical knowledge relevant to their course of study.

Located in Toronto, just a few steps from public transportation, Alpha also provides dedicated front desk staff and faculty ready to address student's needs.

The convenient class timetables and the eligibility to apply for a Post-Graduation Work Permit at the end of the program, allows students to study, work and experience life in Canada's largest and most prosperous city.

**Eligibility for a Post-Graduation Work Permit of up to three-years**

**Experience the city of Toronto's multicultural environment**

**Receive a diploma from a well-recognized institution in the province of Ontario**

**Easy access to public transportation**

**Affordable Tuition fees and convenient payment methods**

**Convenient Class timetables over 2 or 3 days**

**Great work opportunities in Toronto**

# EXPLORE THE WORLD IN TORONTO

Toronto is ranked as one of the most multicultural cities in the world, which is why it is considered one of the best cities for International students to study in\*.

The city offers entertainment and cultural activities which will suit the needs of everyone. From watching professional sports, such as the Toronto Raptors (2019 NBA Champions) and the Toronto Maple Leafs (NHL), to amazing city attractions, such as the CN Tower, the Royal Ontario Museum and Ripley's Aquarium, students can explore and enjoy life in a modern and safe metropolis.

Students can experience the diversity of a country which embraces cultures from around the world while they seek out 11,000+ part-time jobs in the city's growing market.



Neighbourhoods with different cultures, such as Chinatown, Greektown, Little Italia, Little Jamaica, and Little Portugal.



Discover many tourist attractions where students can learn more about the history of the largest city in Canada.



Find job opportunities in different industries, such as Marketing, Business, Logistics, Information Technology, Tourism and Hospitality.



Toronto offers diverse culinary options in which you can discover tastes from all around the world in one city.



\* According to research from AppJobs

# THE RIGHT PROGRAM FOR YOUR FUTURE

## LANGUAGE PROGRAM



## UNDERGRADUATE PROGRAMS



## POSTGRADUATE PROGRAMS



# ACADEMIC ENGLISH



EXPAND THE LIMITS OF YOUR WORLD (ESL / ELP)

The ESL program will help international students to develop their speaking, listening, reading and writing skills, learning to comfortably participate and function in English-speaking academic environments in Canada. Students will benefit from the academic environment offered and start their adaptation to the College life.

There are three levels – Pre-Intermediate, Intermediate, and Advanced, with a total of 24 hours of instruction a week. At the Advanced level, students have the opportunity to take credit courses of their choice in consultation with an academic advisor.

The curriculum is structured according to theme or topic-based teaching that relates to real-life topics and issues of current interest. Students are offered an enriching English experience with authentic readings, audio and video segments, activities and exercises designed to build vocabulary, text comprehension and pronunciation. Students will also have the opportunity to learn about Canadian culture through exercises and group activities.

When students successfully complete the Advanced Level, they receive a Certificate of Standing in English Language Proficiency, which allows them to enter post-secondary programs at St. Lawrence College without further English Language testing.

# BUSINESS



DEVELOP THE FOUNDATIONS OF YOUR FUTURE

Business is quickly growing to become one of the most popular programs for students and there is a reason for that: there are endless career opportunities once students have received their diploma. Whether or not you are definite about your career or still unsure, the pursuit of a business qualification will open a wide range of opportunities for exciting careers.

Built on a strong foundation of marketing, human resources, and accounting, the two-year Business diploma appeals to students interested in a broad, well-integrated education. Students become effective leaders and communicators in this program. They accomplish this by developing presentation skills, networking strategies and how to best represent themselves and their skills through interviews and resumes.

Students learn how to apply various skills such as problem solving, teamwork, and intercultural communication to projects at the college and in the community establishing themselves as global business citizens.

**CAREER OPPORTUNITIES**

- Business Advisor
- Marketing Assistant
- Sales Representative
- Operations Assistant
- Risk Manager
- Management Consultant
- Administrative Generalist
- Assistant Sales Supervisor

ELIGIBLE PROGRAM

## PGWP

POST GRADUATION WORK PERMIT



CREATE OPPORTUNITIES

EXPERIENCE AN ACADEMIC ENVIRONMENT  
IMPROVE YOUR COMMUNICATION



CREATE OPPORTUNITIES  
SOLVE DAILY PROBLEMS  
LEARN MEANINGFUL SKILLS

# COMPUTER SYSTEMS TECHNICIAN

BECOME A LEADER IN THE NETWORK INDUSTRY



This undergraduate program will prepare the student to fill the role of technical support in the dynamic and expanding field of client/server computing, enterprise networks, administration and Internet management. In addition, this program provides a job placement in the last semester to allow students to grasp a deeper knowledge of the application aspect of this field.

The courses are constantly evolving to incorporate a blend of leading edge and traditional technologies to meet the needs of local employers. This program is well suited to people who are interested in computers, but not math, physics or electronics. Many of the courses in the Computer Systems Technician program train the students towards obtaining Microsoft, A+ and Network + certifications.

Students will learn how to design and implement network infrastructures of enterprise networks to help maintain computer systems and networks of organisations. Whether you are installing computer systems, or solving technical problems, your qualification gives you access into the opportunity-filled technological world.

## CAREER OPPORTUNITIES

- Hardware Support
- Software Support
- Network Administration
- Help Desk Support
- Internet Resource Management
- Network Support
- Network Installation
- Network Design



# TOURISM

CREATE MEANINGFUL AND UNIQUE EXPERIENCES



This two-year undergraduate program will provide you with the opportunity to excel in the vibrant, rewarding and highly mobile tourism and hospitality industries. Students will learn how to plan effective operations in tourism organisations and discover how to use tactics to create memorable experiences for customers around the world.

The skills you acquire in this program reflect employer needs and will help ensure that you are ready for the dynamic work environment. Art and cultural tourism, hospitality and tourism law, sport tourism, special events planning and management, and historical tourism are but a few of the many subject areas that you will explore.

Students will learn how to plan and manage operations in an effective and sustainable manner. Through learning about the many aspects of the global tourism industry and mastering different techniques in sales, services and operations, successful graduates from this program will be prepared to provide excellent customer service and meet the demanding expectations required.

## CAREER OPPORTUNITIES

- Casino Manager
- Tourism Advisor
- Customer Service
- Restaurant Manager
- Travel Guide
- Travel Agent
- Event Planner
- Hotel Manager





# BUSINESS ADMINISTRATION HUMAN RESOURCES

INCREASE VALUE THROUGH PEOPLE



The most valuable resources of any business are the people who work there – the human resources. Business leaders now recognise that human resources must be managed more effectively if companies are to increase productivity in today's competitive market and this is one of the main reasons why this area is quickly growing.

The Business Administration – Human Resources program will enable you to understand and manage employees in an efficient and strategic way. This one-year fast track program provides training to those seeking employment in the Human Resources profession or to those currently working in the field who wish to upgrade their training and gain professional accreditation.

Students will learn how to train and develop employees in many different ways. Furthermore, students will master the techniques for recruiting and selecting candidates, how to conduct interviews, and the employment laws. Successful graduates from this program are eligible to write the National Knowledge exam leading to the professional designation of “Certified Human Resources Professional” (CHRP).

## CAREER OPPORTUNITIES

- Recruitment
- HR Assistant
- HR Generalist
- Labour Relations
- Benefit Administration
- Training and Development
- Strategic HR Management
- Workplace Health and Safety



# SUPPLY CHAIN MANAGEMENT

IMPROVE EFFICIENCY AND CREATE VALUE



The supply chain is one of the most essential sectors of the Canadian economy, involving about 767,000 workers from a range of occupations and industries. The success of this sector in meeting its human resources and labour-market challenges has the potential to positively influence the future of Canada, and the quality of life that we all enjoy (*Canadian Supply Chain Sector Council*).

This graduate certificate program builds on students' previous education and work experience and introduces all facets of supply chain management and logistics from a theoretical and practical perspective. Students will be enabled to acquire the necessary skills to manage the flow of goods and services in any industry.

Our experienced faculty, with unique industry experience, will guide students through a program designed to give a comprehensive understanding of the principles and techniques considered essential for employment in this sector. Graduates of this program will be equipped to fulfill customer demands, develop value for customers, create network resiliency and encourage financial success.

## CAREER OPPORTUNITIES

- Industry Analyst
- Materials Manager
- Wholesale Buyers
- Supply Chain Sales
- Purchasing Managers
- Warehouse Manager
- Supply Chain Consultant
- Strategic Sourcing Analysts



## RECRUIT PERSONNEL

## DEVELOP EMPLOYEES

## UNDERSTAND EMPLOYMENT LAWS

## DEVELOP VALUE

## IMPROVE PROFITABILITY

## IMPLEMENT LOGISTICS STRATEGIES

# PROJECT MANAGEMENT

DESIGN UNIQUE AND EFFICIENT PROJECTS



This program molds students to become significant contributors in the workplace as organizations of all sizes depend on the completion of projects to survive and remain competitive. Project management teams plan, execute, monitor, control, and close projects, overlooking each step of the way and ultimately determining whether the project is a success or a failure. Many opportunities await after the completion of this program as projects are part of almost any business.

This one-year postgraduate program provides training for employment in a wide-range of sectors. From Engineering and Construction to Healthcare Sectors, Project Management qualifications are useful to many different types of organizations.

Students will learn how to design projects by learning the principles of Project Management and the breakdown of fundamental project structures. Moreover, by mastering the right concepts and strategies, successful graduates will discover efficient ways to mitigate risk and achieve project goals within time and resource constraints.

# HEALTH CARE ADMINISTRATION

IMPROVE THE QUALITY OF LIFE IN YOUR COMMUNITY



Health Care is one of the fastest growing and in demand industries in the world. As life expectancies continue to grow all around the world, there is a constantly increasing need for qualified professionals in this area. Successful graduate students from this program will be able to work in the administrative departments of clinics and hospitals, as well as manage doctor's offices and nursing homes.

This graduate certificate program builds on students' previous education and work experience and introduces all facets of health care administration from a practical perspective. Students will be enabled to acquire the necessary skills to manage the administrative tasks of clinics and hospitals.

With the support of an experienced faculty, students will be guided through a program designed to give a comprehensive understanding of the principles and techniques considered essential for employment in this sector.

**CAREER OPPORTUNITIES**

- Operations Manager
- Project Coordinator
- Project Manager (General)
- Global Project Assistant Manager
- Consultant
- Project Leader
- College Recruiter
- Project Scheduler

ELIGIBLE PROGRAM  
**PGWP**  
POST GRADUATION WORK PERMIT

**CAREER OPPORTUNITIES**

- Clinics
- Hospitals
- Nursing homes
- Doctor's Offices
- Private Facilities
- Physicians' offices
- Home Health Care Agencies
- Wellness Program Administrator

ELIGIBLE PROGRAM  
**PGWP**  
POST GRADUATION WORK PERMIT



DESIGN UNIQUE PROJECTS  
ACHIEVE GOALS  
MANAGE RISK



IMPROVE EFFICIENCY  
THINK OUTSIDE THE BOX  
IMPLEMENT BETTER PRACTICES



# LIFE AT ALPHA COLLEGE



At Alpha College, students have the opportunity to study and enjoy the advantages of living in one of the most multicultural cities in the world.

Students have the opportunity to apply to be Student Ambassadors and volunteer at Alpha College. This is a great volunteer opportunity for students to acquire valuable experience and understand how Canadian companies work. The ambassadors receive training, learn how to organize events and important customer service skills.

Alpha also organizes monthly events, such as sports games, barbeques and holiday parties, to help students relax between classes and get to know their peers.

The **Alpha Career Centre** aids students in being better prepared for the job market after graduation. The Career Centre hosts workshops on how to build better resumes and cover letters, how to effectively search for jobs and prepare for interviews, as well as tips about job fairs.



The **Student Lounge** has a relaxing area for students equipped with a microwaves and a fridge.



**Parking Lot** available for students. Students have to talk to front desk team to get authorization.



Our **Front Desk** team is ready to address your needs and provide support with documents and inquiries.



Equiped **Computer Labs** that allow students to research, study for exams or prepare assignments.

# ADMISSION REQUIREMENTS



Applying to study at Alpha College is easy. Here you can find the step-by-step on how to apply to one of our programs and ensure a quality education in Canada.

Before applying, please make sure you meet the minimum admission requirements for your chosen program. If you have any questions, do not hesitate to write us at [admissions@slc-alpha.ca](mailto:admissions@slc-alpha.ca) or talk directly to your agent.

## POST-SECONDARY DIPLOMA

- Must have an Ontario Secondary School Diploma (OSSD) or its equivalent, or mature status;
- Bachelor's degree certificate and transcripts for each academic year (if applicable);
- IELTS 6.0 (minimum 5.5 in each section) or TOEFL iBT 78.

## POST-GRADUATE CERTIFICATE

- OSSD (or equivalent) or mature student status;
- Two or three-year College Diploma or University Degree and Transcript for each academic year;
- IELTS 6.5 (minimum 6.0 in each section) or TOEFL iBT 83.



# HOW TO APPLY

## 1

### CHOOSE THE RIGHT PROGRAM FOR YOUR FUTURE

After you choose the program that suits your needs, visit [www.alphacollege.ca](http://www.alphacollege.ca) to download an application form or obtain it from one of Alpha's approved agent partners.

## 2

### SUBMIT YOUR APPLICATION PACKAGE

It must contain:

- Signed and completed application form
- Copy of passport
- Copy of valid study permit (if applicable)
- Certified copies of high school / postsecondary transcripts, diplomas and degrees
- Proof of English proficiency (please see admission requirements)
- Enrollment letter of current school (if applicable)

All documents must be in English

\*Application fees may apply



## 3

### RECEIVE YOUR LETTER OF ACCEPTANCE

Once your application is approved, you will need to pay your tuition fee balance in order to receive your LOA. Payment can be made through wire transfer, debit or credit card.

## 4

### APPLY FOR YOUR VISA

If applicable, you must apply for a study permit through the Government of Canada Official Website ([www.cic.gc.ca](http://www.cic.gc.ca)).

## 5

### REGISTER & ATTEND ORIENTATION

Before the commencement of the semester, all outstanding tuition fees must be paid. Attend Orientation Day to sign your registration form and confirm your enrollment.



[www.alphacollege.ca](http://www.alphacollege.ca)

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