

# CERTIFICATE PROGRAMS

The G. Raymond Chang School of Continuing Education offers 82 career-oriented certificate programs in various areas of interest.

We continue to collaborate with our academic partners across the University to update our current programming and develop new certificates that respond to emerging industry trends. This year, we're launching a brand new certificate program in Digital Art Production (page 45).

Registered certificate program students are entitled to priority enrollment for all Chang School courses. For complete details on the advantages of early registration, application procedures, and deadline dates, visit [ryerson.ca/ce/certreg](http://ryerson.ca/ce/certreg).



# CERTIFICATE PROGRAMS

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\*New certificate program launched for the 2015–2016 academic year.

†The Faculty of Engineering and Architectural Science at Ryerson University has developed the Internationally Educated Engineers Qualification Bridging (IEEQB) Program specifically for internationally educated engineers to provide them with an opportunity to meet the academic requirements for professional engineering licensure in Ontario. For more information, visit [ryerson.ca/feas/programs/ieeqb](http://ryerson.ca/feas/programs/ieeqb).

# ABORIGINAL KNOWLEDGES AND EXPERIENCES

This certificate provides a broad orientation to Aboriginal experiences in Canada and how Aboriginal peoples have been impacted by laws, policies, and practices in the health, social services, human resources, and other sectors. Aboriginal and non-Aboriginal students, regardless of their academic or professional background, have the opportunity to learn about Aboriginal lived experiences through curriculum from Aboriginal perspectives taught by Aboriginal scholars and experienced community teachers.

For detailed certificate and program information, please visit [ryerson.ca/ce/aboriginal](http://ryerson.ca/ce/aboriginal).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, including a credit in English with a minimum grade of 70 percent; or equivalent; or mature student status.

Individuals who do not meet the above stated admission criteria may seek advice and assistance from the Transitions to Certificate Program with Spanning the Gaps at [ryerson.ca/ce/access](http://ryerson.ca/ce/access) or from Ryerson Aboriginal Student Services at [ryerson.ca/aboriginal](http://ryerson.ca/aboriginal).

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CINT 922 Interdisciplinary Studies: Intro to Aboriginal Worldviews
- ▶ CINT 923 Interdisciplinary Studies: Canada's Story: An Aboriginal Perspective

## Electives (select four)

- ▶ CCLD 450 Early Childhood Studies: Indigenous Early Learning
- ▶ CCYC 905 Child and Youth Care: An Aboriginal Perspective on CYC
- ▶ CENG 203 English Literature: The Literature of Native Peoples
- ▶ CENG 511 English Literature: The Art of Writing Life
- ▶ CFNY 510 Food Security: Indigenous Food Systems in Canada
- ▶ CINT 910 Interdisciplinary Studies: First Nations Issues
- ▶ CMWF 108 Midwifery: Aboriginal Childbearing
- ▶ CNPF 574 Media Studies: Aboriginal Visual Culture in Canada
- ▶ CPPA 124 Politics and Public Administration: Indigenous Politics and Governance
- ▶ CSWP 925 Social Work: Strong Helpers' Teachings
- ▶ CSWP 933 Social Work: Indigenous Health and Well Being
- ▶ CVSW 932 Social Work: Aboriginal Knowledges in Practice

## Note to registered certificate program students

### Required Courses

Undergraduate students who have completed SWP 435 may apply for a course substitution towards CINT 922. Students who complete INT 922/CINT 922 may not apply for a course substitution towards SWP 435.

### Electives

CDFP 573 and CFNY 400 deleted.  
CNPF 574 added.



**Understanding Aboriginal identities can be complex, shaped by historical factors, social and political contexts, individual characteristics, and family dynamics. Learning these dynamics through the certificate will enhance academic success, foster positive environments and relationships.**

Melissa Compton  
Learner, Certificate in Aboriginal Knowledges and Experiences

# ACCESSIBILITY PRACTICES: AODA AND BEYOND

## Formerly: Advancing the AODA: Principles and Practices of Accessibility

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate combines theory with the development and application of skills for students who wish to make contributions to policy and organizational change in areas impacted by the Accessibility for Ontarians with Disabilities Act (AODA). Potential students include those in occupations that address or that should be addressing accessibility issues in public sector, private and not-for-profit sector organizations with obligations under the AODA.

For detailed certificate and program information, please visit [ryerson.ca/ce/aodacertificate](http://ryerson.ca/ce/aodacertificate).

### Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U, including Grade 12 U or M credits, or equivalent, or mature student status with relevant work experience.

### Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

### Recommended Sequence

Students are advised to take the courses in the following sequence: CDST 501, CINT 902, or CSWP 921; CDST 506; Electives (three selections); and CVDS 200 (required capstone course).

### Required Courses

Students may only select one of CDST 501, CINT 902, or CSWP 921.

- ▶ CDST 501 Disability Studies: Rethinking Disability
- ▶ CDST 506 Disability Studies: Making Ontario Accessible
- ▶ CINT 902 Interdisciplinary Studies: Disability Issues
- ▶ CSWP 921 Social Work: Disability, Community and Society
- ▶ CVDS 200 Disability Studies: AODA Capstone Synthesis

### Electives (select three)

- ▶ CCLD 445 Early Childhood Studies: Inclusion and Consultation
- ▶ CDST 500 Disability Studies: A History of Madness
- ▶ CDST 502 Disability Studies: Disability and the State
- ▶ CDST 504 Disability Studies: Mad People's History

- ▶ CDST 525 Disability Studies: Rethinking Images of Embodied Difference
- ▶ CDST 603 Disability Studies: Disability and The Law
- ▶ CDST 604 Disability Studies: Current Topics in Disability II
- ▶ CDST 614 Disability Studies: Community Access and Technology
- ▶ CDST 725 Disability Studies: The Politics and Practice of Interventions
- ▶ CDST 726 Disability Studies: Leadership in Human Services
- ▶ CDST 727 Disability Studies: Leadership for Social Action
- ▶ CGER 298 Gerontology: Ability, Disability and Aging
- ▶ CINT 913 Nonprofit: Leading Through Change
- ▶ CINT 907 Interdisciplinary Studies: Team Work for Community Services
- ▶ CINT 921 Interdisciplinary Studies: Writing for Disability Activism
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 600 Human Resources: Diversity and Inclusion in the Workplace
- ▶ CMHR 650 Human Resources: Management of Change
- ▶ COHS 477 Occupational Health: Integrated Disability Management
- ▶ CPHL 302 Philosophy: Ethics and Health Care
- ▶ CPHL 400 Philosophy: Human Rights and Justice
- ▶ CPHL 507 Philosophy: Ethics and Disability
- ▶ CSWP 402 Social Work: Social Policy and Social Inclusion

### Note to registered certificate program students

Effective Fall 2015, the Certificate in Advancing the AODA: Principles and Practices of Accessibility has been revised to Accessibility Practices: AODA and Beyond. Students who were formally registered in the certificate prior to July 2, 2015, must complete the requirements in effect at the time of their registration.

# ACCOUNTING – FINANCE

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This program is designed for those who want a good understanding of the current principles and practices in accounting–finance in Canada. The courses may also be used towards the Accounting Minor or Finance Minor in the School of Business Management. Note: Business Management no longer offers an Accounting Major or Finance Major.

Regarding transferability, the Accounting (CACC) and Finance (CFIN) courses in the Accounting – Finance certificate are not applicable to the School of Accounting and Finance curriculum. Students will be expected to take the Accounting (AFA) and Finance (AFF) courses if they are accepted into the School of Accounting and Finance undergraduate program.

For those planning a career in the field, this certificate can lead to accreditation from a professional association. For further details, see CPA Ontario at [gocpaontario.ca](http://gocpaontario.ca).

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status with experience in business.

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. After completion of the six required courses, students then select a further two courses from the electives. Up to four course credits may be granted on the basis of courses successfully completed at other institutions.

## Required Courses

- ▶ CACC 110 Accounting: Financial Accounting
- ▶ CACC 410 Accounting: Management Accounting
- ▶ CACC 414 Accounting: Intermediate Accounting I
- ▶ CACC 514 Accounting: Intermediate Accounting II
- ▶ CFIN 300 Finance: Managerial Finance I
- ▶ CFIN 401 Finance: Managerial Finance II

## Electives (select two)

- ▶ CACC 504 Accounting: Accounting Cases and Concepts I
- ▶ CACC 507 Accounting: Accounting for Managers
- ▶ CACC 521 Accounting: Auditing
- ▶ CACC 522 Accounting: Taxation for Managers and Financial Planners
- ▶ CACC 607 Accounting: Accounting for Small Business
- ▶ CACC 621 Accounting: Internal Auditing
- ▶ CFIN 502 Finance: Personal Financial Planning
- ▶ CITM 102 Information Technology Management: Business Information Systems I
- ▶ CLAW 122 Law: Business Law
- ▶ CQMS 102 Quantitative Methods: Business Statistics I

*Note: Some of the courses in the Accounting – Finance certificate program may qualify for exemption in the Chartered Professional Accountants of Ontario's programs. For more details, see the Professional Designations tab under the Business, Management, and Economics area of interest on the Chang School website at [ryerson.ca/ce](http://ryerson.ca/ce).*

# ADVANCED SAFETY MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program in Advanced Safety Management was developed in cooperation with the Ryerson School of Occupational and Public Health. This is a unique offering of safety management courses that are part of the Bachelor of Applied Science degree in the Occupational Health and Safety option within the School of Occupational and Public Health. It is applicable to all types of industries, and is designed for those individuals who have completed Ryerson's Certificate in Occupational Health and Safety, or equivalent, and wish to expand their knowledge base and improve their skills.

For detailed certificate and program information, please visit [ryerson.ca/ce/ohs](http://ryerson.ca/ce/ohs).

## Admission Criteria

It is recommended that applicants have the following:

**Option 1:** Successful completion of Ryerson Certificate in Occupational Health and Safety or its equivalent.

OR

**Option 2:** OSSD with six OAC credits or Grade 12 U or M credits, or equivalent, or mature student status, and five years of professional experience in a field relevant to occupational health and safety, plus successful completion of these courses:

- ▶ COHS 208 Occupational Health: Occupational Health and Safety Law
- ▶ COHS 718 Occupational Health: Systems Management I

*Note: Students who successfully apply for admission to the degree program will be permitted advanced standing in the degree program for only those courses that they have successfully completed in either of these two certificate programs. Therefore, students who intend to pursue the degree program should choose Option 1 above.*

## Certificate Requirements

The successful completion of the eight required courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ COHS 323 Occupational Health: Accident Theory and Analysis
- ▶ COHS 516 Occupational Health: Ergonomics
- ▶ COHS 523 Occupational Health: Safety Evaluation Techniques
- ▶ COHS 623 Occupational Health: Safety Control Methods
- ▶ COHS 723 Occupational Health: Sectoral Applications I
- ▶ COHS 818 Occupational Health: Systems Management II
- ▶ COHS 823 Occupational Health: Sectoral Applications II
- ▶ COHS 833 Occupational Health: Fire Safety Management

# APPLIED DIGITAL GEOGRAPHY AND GIS

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program has been developed for professionals currently practising or anticipating careers in government, industry, utilities, planning, municipal services, health, and retailing, who wish to enhance their professional skills in digital geography and geographic information systems (GIS). The certificate is designed to provide both training and education in digital geography.

The program responds to today's need for enhanced computer literacy in the management and analysis of digital spatial data, and the application of that data in decision-making. Digital geography is an area of study that concentrates on the electronic capture, storage, manipulation, and analysis of geographic data. Using location as the "look-up" key, disparate data sets can be linked and related to each other for a whole range of workplace applications. Following initial courses in which principles and concepts of digital geography and fundamental skills in GIS are introduced, the workplace applications are stressed in courses aimed at specific specialties. Higher level courses focus on refining GIS tools and implementation issues.

Students in the program are expected to have a working knowledge of desktop PC Windows environments.

For detailed certificate and program information, please visit [ryerson.ca/ce/gis](http://ryerson.ca/ce/gis).

**Academic Coordinator:** Joe Aversa, [certificates@geography.ryerson.ca](mailto:certificates@geography.ryerson.ca).

## Admission Criteria

Eligible applicants must have the following:

Undergraduate degree or college diploma in an acceptable related field. Applicants must complete an application for pre-approval, available at [ryerson.ca/ce/gis](http://ryerson.ca/ce/gis), and be approved before registering for the first course.

## Advanced Credit

All applicants to the program are eligible to apply for advanced standing, with credit being granted for course work undertaken, or for professional practice, providing the course work or professional practice meets or exceeds the academic goals and content of the program courses for which credit is being sought. Advanced credit applications will be evaluated by the academic coordinator and the program director, and subject to normal Ryerson admission policies and procedures. Students may be required to take a challenge examination in order to ascertain eligibility for advanced standing. Students will be eligible for a maximum of three course credits toward the certificate.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

The introductory core courses are designed to provide the student with a good contextual background in digital databases and the principles of applied digital geography. They form the foundation upon which further courses rest and students must complete both courses before continuing.

- ▶ CODG 101 Digital Geography: Spatial Databases and Digital Cartography
- ▶ CODG 102 Digital Geography: Digital Geography and Spatial Analysis

## Electives (select a total of four courses)

### *Electives – Group A (select one or two)*

Five professional applications courses allow the student to focus on an area of interest.

- ▶ CODG 123 Digital Geography: Digital Geography Applications in Utilities Planning
- ▶ CODG 124 Digital Geography: Digital Geography Applications in Business Decision-Making
- ▶ CODG 125 Digital Geography: Digital Geography Applications for the Municipal Professional
- ▶ CODG 126 Digital Geography: Digital Geography Applications in Environmental Management
- ▶ CODG 127 Digital Geography: Digital Geography Applications in Community and Social Services

### Electives – Group B (select two or three)

These courses are designed to provide the student with some understanding of the more complex core skills and issues facing business, municipal, environmental, utilities or community and social services professionals when they employ digital geography in their decision making.

- ▶ CODG 130 Digital Geography: Legal and Ethical Issues in GIS and Digital Data
- ▶ CODG 131 Digital Geography: Issues and Innovations
- ▶ CODG 132 Digital Geography: Customizing GIS Software: Applications Programming
- ▶ CODG 133 Digital Geography: Map Algebra: Topology and Overlay
- ▶ CODG 135 Digital Geography: Digital Image Processing and Applications
- ▶ CODG 136 Digital Geography: Web Mapping

As the sixth course for certificate completion, students may take one course in the first level of the Advanced Certificate in Applied Digital Geography and GIS (provided the prerequisite is met).

*Note: Because most courses have a significant lab component and since there are a limited number of lab stations, enrollment in most courses is limited to 30 registrants.*





# ADVANCED APPLIED DIGITAL GEOGRAPHY AND GIS

This advanced certificate offers a sequence of courses that combine to form a comprehensive package of principles and practice in advanced-level GIS education and training for GIS professionals. It builds on the courses in the first Certificate in Applied Digital Geography and GIS to provide greater conceptual understanding and technical expertise in this increasingly complex industry.

For detailed certificate and program information, please visit [ryerson.ca/ce/gis](http://ryerson.ca/ce/gis).

**Academic Coordinator:** Joe Aversa, [certificates@geography.ryerson.ca](mailto:certificates@geography.ryerson.ca)

## Admission Criteria

Eligible applicants must have the following:

Certificate in Applied Digital Geography and GIS or its equivalent. An interview with the academic coordinator is required to facilitate assessment of prior learning. Official documentation of English proficiency may be required if English is not the first language of the applicant. Applicants must complete an application for pre-approval available at [ryerson.ca/ce/gis](http://ryerson.ca/ce/gis).

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses – First Level (select four or five)

Students may only select one course from the Group B Electives in the Certificate in Applied Digital Geography and GIS.

- ▶ CODG 210 Digital Geography: Spatial Database Management Systems
- ▶ CODG 211 Digital Geography: Advanced GIS Programming
- ▶ CODG 212 Digital Geography: Spatial Statistical Methods
- ▶ CODG 213 Digital Geography: Internet GIS

## Required Courses – Second Level (select one or two)

- ▶ CODG 220 Digital Geography: GIS Implementation
- ▶ CODG 221 Digital Geography: GIS Project

# ARCHITECTURAL PRESERVATION AND CONSERVATION

This is a highly technical certificate program consisting of six courses focused on subjects related to building renovation, restoration and rehabilitation, and historical preservation and conservation. The program is designed to provide graduates with specific knowledge and skills in architectural preservation and conservation. While the core courses provide a strong grounding in general issues, the electives allow the students to choose an area of interest – history, project management, or preservation technologies.

## Admission Criteria

It is recommended that applicants have the following:

### *Graduates of the Ryerson Advanced Certificate in Architecture*

Graduates of the Ryerson Advanced Certificate in Architecture are deemed to have met the admissions requirements.

### *Graduates of North American Architectural Schools*

This program is offered at a post-graduate level. To ensure that students have attained a sufficient understanding of the required background in architecture and design, applicants admitted to this program will normally possess a post-secondary undergraduate education (university or college) in a relevant field of study:

- ▶ architecture
- ▶ architectural technology
- ▶ building science\*
- ▶ engineering technology\*

\*Upgrading course may be required for these graduates prior to formal enrollment in the program.

Applicants must demonstrate an understanding of the following, through their undergraduate studies:

- ▶ architectural theory and design
- ▶ history of Western architecture
- ▶ structural engineering
- ▶ materials and methods of North American cold climate construction
- ▶ building systems (mechanical and electrical)

### *Graduates of Non-North American Architectural Schools*

Graduates from non-North American architectural schools are required to take the following courses prior to admission:

- ▶ CKAR 310 Architecture: Materials and Methods  
Graduates of Non-Architectural Programs

### *Graduates of Non-Architectural Programs*

Applicants without architectural training will be required to take the following upgrading courses in order to be considered for admission:

- ▶ CKAR 103 Architecture: Architectural Studio -  
Fundamental
- ▶ CKAR 201 Architecture: Mechanical and Electrical  
Systems for Buildings
- ▶ CKAR 300 Architecture: Architectural Drawing
- ▶ CKAR 310 Architecture: Materials and Methods

## Other Requirements

Applicants are also recommended to have working knowledge of computer operations and computer-aided design/drafting. Advanced standing/challenge credit will be granted to applicants with prior learning in courses equal in content and scope. The University's policies will apply.

Applicants who do not hold a post-secondary undergraduate degree or diploma but who possess an appropriate combination of education and experience in architecture and/or architectural preservation and conservation may be considered for admission on an individual basis.

## Certificate Requirements

The successful completion of six courses (four required courses from the core curriculum and of two electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

For further information about the program, please contact Anne-Marie Brinsmead, Program Director, [ata2brinsm@ryerson.ca](mailto:ata2brinsm@ryerson.ca) or at 416.979.5000, ext. 2665, or Yew-Thong Leong, Academic Coordinator, at 416.979.5000, ext. 6498, or attend a Program Open House.

## Required Courses

- ▶ CKAR 600 Architectural Preservation and Conservation: Architecture Preservation and Conservation Workshop
- ▶ CKAR 601 Architectural Preservation and Conservation: Building Science for Architectural Preservation and Conservation
- ▶ CKAR 604 Architectural Preservation and Conservation: Management and Regulatory Framework
- ▶ CKAR 610 Architectural Preservation and Conservation: Architectural Preservation and Conservation Techniques

## Electives (select two)

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CKAR 203 Architecture: Specifications and Contractual Documents
- ▶ CKAR 204 Architecture: Cost Estimating and Control
- ▶ CKAR 209 Architecture: Digital Graphics for Architecture and Design
- ▶ CKAR 210 Architecture: Toronto: An Architectural History
- ▶ CKAR 500 Architecture: Sustainable Buildings
- ▶ CKAR 605 Architectural Preservation and Conservation: Comprehensive Seminar/Project
- ▶ CKDA 610 Digital Architecture: Digital Architectural Modelling
- ▶ CKDA 611 Digital Architecture: Digital Architectural Rendering
- ▶ CKLA 400 Landscape Design: Ecology and Sustainable Landscapes
- ▶ CKLA 410 Landscape Design: Horticultural Science
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 213 Project Management: Management of Projects in the AEC
- ▶ CKPM 214 Project Management: Project Development and Control

## Note to registered certificate program students

Candidates may also take up to two courses in Material Analysis and Testing from the Centre for Advanced Building Technologies, George Brown College, as electives. Contact William K. Juranic, Chair, Technology, Centre for Continuous Learning, 416.415.4358, or Chair, Centre for Advanced Building Technologies, 416.415.4388, both at George Brown College. These courses may be considered for Transfer Credit when completed with a grade of B or better, where B equals at least 70 percent. A Letter of Permission is required from the academic coordinator.

Candidates may also take up to two courses in the history of Medieval, Renaissance, Baroque/Rococo, modern, or vernacular/colloquial architecture. Candidates are to consult the academic coordinator for a list of approved courses. A Letter of Permission is required from the academic coordinator.

# ARCHITECTURE

This certificate program is designed for those wishing to enter the field of architecture, as well as those already employed in the field and wishing to improve their skills and credentials. With additional courses, this six-course certificate is recognized by the Association of Architectural Technologists of Ontario (AATO) as meeting the educational requirements for membership as a Probationer Technician. Students interested in the AATO should refer to the Professional Designation at [ryerson.ca/ce/designations](http://ryerson.ca/ce/designations).

## Admission Criteria

It is recommended that applicants have the following:

A post-secondary undergraduate education (university or college) in a relevant field of study including programs related to architecture and/or environmental science.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. A maximum of three course credits may be granted on the basis of equivalent courses successfully completed at other post-secondary institutions or fully documented work experience. After completing the four required courses, students may select from the elective courses listed.

It is recommended that the required courses be taken in the following order: CKAR 300, CKAR 310, CKAR 205, and CKAR 103.

For further information about the program, please contact Anne-Marie Brinsmead, Program Director, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca) or at 416.979.5000, ext. 2665, or Yew-Thong Leong, Academic Coordinator, at 416.979.5000, ext. 6498, or attend a Program Open House.

## Certificate in three terms

FALL 1	CKAR 300, CKAR 310
WINTER 1	CKAR 103, CKAR 205
FALL 2	Electives (two)

## Certificate in six terms

FALL 1	CKAR 310
WINTER 1	CKAR 205
SPRING/SUMMER 1	Elective
FALL 2	CKAR 300
WINTER 2	CKAR 103
SPRING/SUMMER 2	Elective

*Note: Pathways may be combined so that a student begins with one course per term then switches to two courses per term, or vice versa.*

## Required Courses

- ▶ CKAR 103 Architecture: Architectural Studio - Fundamental
- ▶ CKAR 205 Architecture: Building Codes and Regulations
- ▶ CKAR 300 Architecture: Architectural Drawing
- ▶ CKAR 310 Architecture: Materials and Methods

## Electives (select two)

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CKAR 203 Architecture: Specifications and Contractual Documents
- ▶ CKAR 204 Architecture: Cost Estimating and Control
- ▶ CKAR 209 Architecture: Digital Graphics for Architecture and Design
- ▶ CKAR 210 Architecture: Toronto: An Architectural History
- ▶ CKAR 500 Architecture: Sustainable Buildings
- ▶ CKAR 605 Architectural Preservation and Conservation: Comprehensive Seminar/Project
- ▶ CKAR 785 Architecture: Building Info Modelling (REVIT)
- ▶ CKDA 610 Digital Architecture: Digital Architectural Modelling
- ▶ CKDA 611 Digital Architecture: Digital Architectural Rendering
- ▶ CKLA 400 Landscape Design: Ecology and Sustainable Landscapes
- ▶ CKLA 410 Landscape Design: Horticultural Science
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 213 Project Management: Management of Projects in the AEC
- ▶ CKPM 214 Project Management: Project Development and Control

# ADVANCED ARCHITECTURE

This advanced certificate will be of particular interest to those actively engaged in the architectural or related fields who are seeking the educational requirements for accreditation as an architectural technologist. It will also be of interest to those holding non-Canadian diplomas who are seeking Canadian qualifications in the architectural field.

## **Association of Architectural Technologist of Ontario**

The Association of Architectural Technologist of Ontario (AATO) recognizes successful completion of the Advanced Certificate in Architecture as fulfilling the academic component of the Probational Technologist membership requirements. For further details, see AATO under Professional Designations at [ryerson.ca/ce/designations](http://ryerson.ca/ce/designations).

## **Admission Criteria**

It is recommended that applicants have the following:

Successful completion of the Certificate in Architecture or equivalent academic qualifications and work experience.

## **Certificate Requirements**

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the advanced certificate. A maximum of three course credits may be granted on the basis of equivalent courses successfully completed at other post-secondary institutions or fully documented work experience.

For further information about the program, please contact Anne-Marie Brinsmead, Program Director, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca) or at 416.979.5000, ext. 2665, or Yew-Thong Leong, Academic Coordinator, at 416.979.5000, ext. 6498, or attend a Program Open House.

## **Required Courses**

- ▶ CCMN 432 Communication: Communication in the Engineering Professions
- ▶ CKAR 201 Architecture: Mechanical and Electrical Systems for Buildings
- ▶ CKAR 215 Architecture: Computer-Aided Architectural Drawing
- ▶ CKAR 601 Architectural Preservation and Conservation: Building Science for Architectural Preservation and Conservation

## **Electives (select two)**

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CKAR 203 Architecture: Specifications and Contractual Documents
- ▶ CKAR 204 Architecture: Cost Estimating and Control
- ▶ CKAR 209 Architecture: Digital Graphics for Architecture and Design
- ▶ CKAR 210 Architecture: Toronto: An Architectural History
- ▶ CKAR 500 Architecture: Sustainable Buildings
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- ▶ CKLA 400 Landscape Design: Ecology and Sustainable Landscapes
- ▶ CKLA 410 Landscape Design: Horticultural Science
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 213 Project Management: Management of Projects in the AEC
- ▶ CKPM 214 Project Management: Project Development and Control

# BUSINESS COMMUNICATION

This certificate program will help individuals develop a high level of competence in communication, particularly in business and government organizations. The program focuses on helping students learn how to complete the following:

- ▶ write letters, memoranda, and reports that are concise, lucid, and effective
- ▶ plan and deliver informative and persuasive oral presentations without undue stress or stage fright
- ▶ generate information through library research, database searches, systematic observation, interviews, and surveys
- ▶ analyze information to yield conclusions that will be understood and recommendations that will be acted upon
- ▶ use careful organization, headings, and visual aids to produce reports that are impressive to look at and informative to read
- ▶ interact effectively in small groups and committees
- ▶ foster an organizational environment which encourages effective communication by all employees

All courses with the exception of CDCM 415 and CDCM 300 are degree program equivalents, and may be taken for credit independently from the certificate.

For detailed certificate and program information, please visit [ryerson.ca/ce/buscomm](http://ryerson.ca/ce/buscomm).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English), with a minimum average of 60 percent, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of eight courses (six required courses and two electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate. It is recommended that students begin the program with CCMN 279.

## Required Courses

- ▶ CCMN 279 Communication: Introduction to Professional Communication
- ▶ CCMN 314 Communication: Professional Presentations
- ▶ CCMN 413 Communication: Corporate Communications
- ▶ CCMN 414 Communication: Interpersonal Communication in Management
- ▶ CCMN 443 Communication: Contemporary Intercultural Communication

## Electives (select two)

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ CCMN 315 Communication: Issues in Communication and the Contemporary Workplace
- ▶ CCMN 447 Communication: Communication and Law
- ▶ CDCM 300 Communication: Communicating in Virtual Environments
- ▶ CDCM 415 Communication: Promotional Communications
- ▶ CFRE 502 French: Advanced Business French I

## Note to registered certificate program students

### Electives

CCMN 448 deleted.



**I wanted to improve my work life. I wanted to grow, I wanted to excel. And I knew that in order to do that, I needed to further my education just to give me that competitive edge.**

Peter McGregor,  
Graduate, Certificate in Business Communication

# BUSINESS DECISION ANALYSIS

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program provides an in-depth study of the fundamentals of quantitative management methods. It is designed to develop skills and knowledge necessary for the effective use of the vast amounts of data available today for business analysis and quality control.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including one in Mathematics), or equivalent, or mature student status with some experience in business.

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Computer Support

Some Quantitative Methods courses rely heavily on computer support. Limited computer facilities are provided by Ryerson. When access to the mainframe is required, students are issued account numbers.

## Supplies to Be Purchased by the Student

A calculator with specialized statistical features is integral to many Quantitative Methods courses. Software and calculator specifications will be announced at the first class.

## Required Courses

- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CITM 102 Information Technology Management: Business Information Systems I
- ▶ CQMS 102 Quantitative Methods: Business Statistics I
- ▶ CQMS 202 Quantitative Methods: Business Statistics II

## Electives (select four)

Students may only select one of CHTH 102 or CMKT 723.

- ▶ CGMS 402 Global Management: Introduction to Managerial Economics
- ▶ CGMS 422 Global Management: Quality Management
- ▶ CHTH 102 Hospitality and Tourism: Service and Professionalism
- ▶ CMKT 500 Marketing: Marketing Research
- ▶ CMKT 723 Marketing: Marketing in the Service Industry
- ▶ CQMS 442 Quantitative Methods: Multiple Regression for Business
- ▶ CQMS 521 Quantitative Methods: Business Optimization

# BUSINESS FRENCH AND TRANSLATION

This certificate program is designed mainly for individuals working or intending to work in French in a business environment. The program offers a range of specialized and practical courses permitting students to improve their communication and translation skills, thus adding to their professional qualifications and career opportunities.

For detailed certificate and program information, please visit [ryerson.ca/ce/french](http://ryerson.ca/ce/french).

## Admission Criteria

It is recommended that applicants have the following:

Certificate of Proficiency in French from Ryerson, or the completion of CFRE 510 with a minimum grade of C+, or admission by placement assessment and interview.

## Certificate Requirements

The Certificate in Business French and Translation is usually granted on completion of six single-term credit courses, with a cumulative grade point average of 1.67 or higher, beginning with CFRE 515 or CFRE 610. A student may be admitted to a higher level by interview, but must successfully complete a minimum of five single-term credit courses, with a cumulative grade point average of 1.67 or higher, to obtain the certificate. A student granted an exemption from taking CFRE 515 or CFRE 610 will need to complete five higher-level courses.

## Required Courses (select five)

- ▶ CFRE 502 French: Advanced Business French I
- ▶ CFRE 507 French: English-French Translation I
- ▶ CFRE 602 French: Advanced Business French II
- ▶ CFRE 607 French: English-French Translation II
- ▶ CFRE 707 French: Introduction to French-English Translation

## Electives (select one)

- ▶ CFRE 515 French: Introduction to Business French
- ▶ CFRE 610 French: Effective Writing II
- ▶ CFRE 706 French: The Life and Times of the French Language



# BUSINESS MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This program provides an overall management perspective and all the requirement competencies for those planning a career in business. These programs are ideal for those already employed in business and industry who wish to expand their knowledge of business concepts and practices.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status with experience in business.

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. Up to four course credits may be granted on the basis of courses successfully completed at other institutions.

## Required Courses

Students may only select one of CACC 100 or CACC 110. Students planning to pursue the Accounting Finance minor must enroll in CACC 110. Note: CACC 100 and CACC 110 are not transferable to the Accounting major in the School of Accounting and Finance.

Students may only select one of CITM 100 or CITM 102. Students planning to pursue the Business Technology major must enroll in CITM 100.

- ▶ CACC 100 Accounting: Introductory Financial Accounting
- ▶ CACC 110 Accounting: Financial Accounting
- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CITM 100 Information Technology Management: Foundations of Information Systems
- ▶ CITM 102 Information Technology Management: Business Information Systems I
- ▶ CLAW 122 Law: Business Law
- ▶ CMHR 523 Human Resources: Human Resources Management
- ▶ CMKT 100 Marketing: Principles of Marketing
- ▶ CQMS 102 Quantitative Methods: Business Statistics I

# CANADIAN SOCIAL WORK PRACTICE

This certificate program is designed to enhance the employment and academic prospects of internationally educated social work professionals. Offered part-time over a 10-month period (beginning in the Fall term), the program includes courses, mentorship, and work experience. The certificate is open only to internationally educated professionals with social service experience approved through the Internationally Educated Social Work Professionals (IESW) Program admissions process.

For detailed certificate and program information, please visit [ryerson.ca/ce/socialwork](http://ryerson.ca/ce/socialwork).

## Admission Criteria

Eligible applicants must have the following:

A social work degree awarded outside of Canada and registration with the Ontario College of Social Workers and Social Service Workers (OCSWSSW) and;

A minimum of one year of paid accumulated employment in the social service field (abroad and/or in Canada)

OR

A social work degree awarded outside of Canada assessed as equivalent to a BSW or an MSW by the Canadian Association of Social Workers (CASW) and;

A minimum of one year of paid accumulated employment in the social service field (abroad and/or in Canada)

OR

A baccalaureate degree awarded outside of Canada (minimum of three years of university study) in the humanities or social sciences, and equivalent to a Canadian degree and;

A minimum of two years' paid accumulated employment in the social service field (abroad and/or in Canada)

In addition, all applicants must have the following:

- ▶ proof of English proficiency at the required level
- ▶ proof of Ontario residency
- ▶ proof of eligibility to work in Canada

Students seeking admission to this program are also required to complete an application form and participate in a pre-assessment. The form can be found on the Internationally Educated Social Work Professionals (IESW) Program website at [ryerson.ca/ce/socialwork](http://ryerson.ca/ce/socialwork).

## Certificate Requirements

The successful completion of five courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CVSW 31A/B Canadian Social Work Practice (IESW): Social Work Practice Seminar
- ▶ CVSW 900 Canadian Social Work Practice (IESW): Foundations of Social Work
- ▶ CVSW 917 Canadian Social Work Practice (IESW): Special Topics I
- ▶ CVSW 918 Canadian Social Work Practice (IESW): Special Topics II

## Electives (select one)\*

- ▶ CVSW 35A/B Canadian Social Work Practice (IESW): Field Practicum
- ▶ CVSW 36A/B Canadian Social Work Practice (IESW): Field Practicum for Internationally Educated Social Workers

*\*Note: Students admitted into the program who are already registered with the Ontario College of Social Workers and Social Service Workers (OCSWSSW) or who hold a degree assessed as equivalent by the Canadian Association of Social Workers (CASW) select CVSW 36A/B. Students who do not meet these qualifications must select CVSW 35A/B.*

# CARIBBEAN STUDIES

This interdisciplinary certificate is designed to enrich students' knowledge of the Caribbean, a key region with increasingly strong socio-cultural ties to Canada. Students will learn about the Caribbean's historic, political, economic, cultural, racial, ethnic, and geographic diversity. This region provides an excellent site for studies of multiculturalism and creolization. Additionally, students will learn about the important Caribbean community in Canada, thereby engaging with issues such as migration, transnationalism, diaspora, racism, and and equity.

For detailed certificate and program information, please visit [ryerson.ca/ce/caribbean](http://ryerson.ca/ce/caribbean).

**Academic Coordinator:** Dr. Camille Hernández-Ramdwar, [chernand@soc.ryerson.ca](mailto:chernand@soc.ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six OAC credits or Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CCRB 100 Caribbean Studies: Introduction to the Caribbean

## Electives (select five)

- ▶ CCRB 500 Caribbean Studies: Families in the Caribbean
- ▶ CCRB 501 Caribbean Studies: Racism and Caribbean Peoples in Canada
- ▶ CCRB 502 Caribbean Studies: Cultural Traditions in the Caribbean
- ▶ CCRB 600 Caribbean Studies: Postcolonial Caribbean Society
- ▶ CCRB 603 Caribbean Studies: Special Topics in Caribbean Studies
- ▶ CCRB 605 Caribbean Studies: Caribbean Tourism: Impacts and Resistance
- ▶ CCRB 614 Caribbean Studies: Caribbean Critical Thought
- ▶ CENG 620 English Literature: English Caribbean Literatures and Cultures
- ▶ CFRS 602 French Studies: French Caribbean Literature and Culture
- ▶ CHST 222 History: The History of The Caribbean
- ▶ CSPN 804 Spanish: Introduction to Latin American Culture II
- ▶ CSPS 502 Spanish Studies: Spanish Caribbean Literature and Culture

## Note to registered certificate program students

### *Electives*

CCRB 600, CCRB 603, and CCRB 614 added.



“Knowing and embracing your cultural heritage helps you engage more confidently in the culture you've joined.”

Sharon Shelton,  
Executive Director, Tropicana Community Services

# COMMUNITY ENGAGEMENT, LEADERSHIP, AND DEVELOPMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This interdisciplinary certificate will be of interest to community practitioners in organizations in the public and nonprofit sectors, across diverse fields of service such as social services, education, labour, health, housing, policing, and transportation. Courses focus on the acquisition of the knowledge and skills required to engage community members effectively in planning, problem solving, and decision-making processes that improve conditions and address issues related to the social, political and/or cultural wellbeing of civic and community life.

For detailed certificate and program information, please visit [ryerson.ca/ce/community](http://ryerson.ca/ce/community).

**Academic Coordinator:** Peter Clutterbuck, [pclutterbuck@ryerson.ca](mailto:pclutterbuck@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U, including Grade 12 U or M credits, or equivalent, or mature student status with relevant work experience.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CSWP 934
- ▶ CSWP 935
- ▶ CSWP 936
- ▶ Electives (two selections)
- ▶ CSWP 937

## Required Courses

- ▶ CSWP 934 Social Work: Community Engagement Foundations
- ▶ CSWP 935 Social Work: Engaging Diverse Communities
- ▶ CSWP 936 Social Work: Community Engagement Practices
- ▶ CSWP 937 Social Work: Community Engagement Capstone

## Electives (select two)

- ▶ CCMN 314 Communication: Professional Presentations
- ▶ CCMN 414 Communication: Interpersonal Communication in Management
- ▶ CCMN 443 Communication: Contemporary Intercultural Communication
- ▶ CCRM 322 Criminal Justice and Criminology: Ethics in Criminal Justice
- ▶ CCRM 402 Criminal Justice and Criminology: Criminal Justice and Social Inequality
- ▶ CDST 501 Disability Studies: Rethinking Disability
- ▶ CDST 502 Disability Studies: Disability and the State
- ▶ CDST 613 Disability Studies: Strategies for Community Building
- ▶ CFNY 407 Food Security: Community Development and Food Security
- ▶ CINP 913 Nonprofit: Leading Through Change
- ▶ CINT 900 Interdisciplinary Studies: Program Planning and Evaluation Strategies
- ▶ CINT 904 Interdisciplinary Studies: Health Promotion and Community Development
- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CINT 907 Interdisciplinary Studies: Team Work for Community Services
- ▶ CINT 910 Interdisciplinary Studies: First Nations Issues
- ▶ CINT 912 Interdisciplinary Studies: Community Development: International Field Experience
- ▶ CINT 914 Interdisciplinary Studies: Settlement Experiences
- ▶ CINT 916 Interdisciplinary Studies: Introduction to Fundraising

- ▶ CINT 917 Interdisciplinary Studies: Community Development
- ▶ CINT 920 Interdisciplinary Studies: Community Collaborations
- ▶ CINT 922 Interdisciplinary Studies: Intro to Aboriginal Worldviews
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CODG 127 Digital Geography: Digital Geography Applications in Community and Social Services
- ▶ CPHL 334 Philosophy: Ethics in Professional Life
- ▶ CPLE 745 Planning: Selected Topics in Planning
- ▶ CPSY 808 Psychology: Community Psychology
- ▶ CSOC 500 Sociology: Youth and Society
- ▶ CSOC 609 Sociology: Women and Human Rights
- ▶ CSOC 705 Sociology: Law and Justice
- ▶ CSWP 302 Social Work: Social Policy: Welfare and Programs
- ▶ CSWP 335 Social Work: Power, Resistance and Change
- ▶ CSWP 402 Social Work: Social Policy and Social Inclusion
- ▶ CVFS 401 Family Supports: Contemporary Family Issues
- ▶ CVFS 403 Family Supports: Family Supports Theory and Practice

### Note to registered certificate program students

Effective Fall 2015, the Certificate in Community Engagement, Leadership, and Development has been revised. Students who formally registered in the certificate prior to July 2, 2015, must complete the program requirements in effect at the time they registered.

#### *Required Courses*

CINP 913 moved to Electives, thereby making the number of Required Courses four and the number of Electives to two.

#### *Electives*

CINT 922 added.



# COMPUTER PROGRAMMING APPLICATIONS

This program is designed for individuals who wish to work as application programmers in software engineering, database technology, and networking or related user support positions. It provides overview systems principles and client/server architecture that will enable individuals to perform system integrations and user help functions. It provides training in the most popular programming languages (Java and C) and the popular operating system (UNIX). This certificate also permits students to focus in several application areas: Software Engineering, Database Technology, Networking, Project Management, GIS, and Landscape Design.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six OAC credits or Grade 12 U or M credits, or equivalent, or mature student status, or permission of the academic coordinator.

## Certificate Requirements

The certificate will require the successful completion of six courses, with a cumulative grade point average of 1.67 or higher. Up to three course credits may be granted on the basis of courses successfully completed at other post-secondary institutions.

For further information about the program, please contact the Academic Coordinator, Dr. Sadeghian at 416.979.5000, ext. 6961, or attend a Program Open House.

## Required Courses

### Core Program, Required Courses, All Streams

Students may only select two of CCPS 305, CCPS 393, or CKCS 200.

Students taking the Database Technology Networking or the Software Engineering Stream must take CCPS 305 and CCPS 393.

- ▶ CCPS 109 Computer Science: Computer Science I
- ▶ CCPS 209 Computer Science: Computer Science II
- ▶ CCPS 305 Computer Science: Data Structures and Algorithms
- ▶ CCPS 393 Computer Science: Introduction to C and UNIX
- ▶ CKCS 200 Computer Science: Introduction to Computer Applications

## Computational Methods, Required Courses

- ▶ CKCS 210 Computer Science: Mathematical Modeling: Introduction to MATLAB
- ▶ CKCS 220 Computer Science: Mathematical Modeling: Statistical Analysis Utilizing SPSS

## Database Technology Stream, Required Courses

- ▶ CCPS 510 Computer Science: Database Systems I
- ▶ CCPS 610 Computer Science: Database Systems II

## Geographic Information Systems, Required Courses (select two)

- ▶ CODG 132 Digital Geography: Customizing GIS Software: Applications Programming
- ▶ CODG 136 Digital Geography: Web Mapping
- ▶ CODG 211 Digital Geography: Advanced GIS Programming

## Landscape Design (Dynamicscape), Required Courses

- ▶ CKLA 300 Landscape Design: Landscape Design Communications and Theory
- ▶ CKLA 440 Landscape Design: Landscape Design LANDWorksCAD PRO

## Networking Stream, Required Courses

- ▶ CCPS 590 Computer Science: Introduction to Operating Systems
- ▶ CCPS 706 Computer Science: Computer Networks I

## Software Engineering Stream, Required Courses

- ▶ CCPS 311 Computer Science: Object Oriented Programming and Design
- ▶ CCPS 613 Computer Science: Human-Computer Interaction

## Project Management (MS Project), Required Courses

- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 207 Project Management: Project Management Systems

## Supplemental Information

This certificate program provides training in C, C++, and Object-Oriented Programming. It is important to realize that various courses require the successful completion of prerequisite courses. The recommended sequence of courses provides students with the best training and learning experience.

# COMPUTER SECURITY AND DIGITAL FORENSICS

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program is designed to develop the core knowledge and functional competencies required to work in the cutting-edge and rapidly evolving fields of computer security and digital forensics. The program will provide students with both the academic background and hands-on experience to effectively oversee white/black box penetration tests, analyze a system to identify vulnerabilities, manage the remediation of security weaknesses, collect digital evidence in a proper forensic manner, and recover lost data after a hardware failure. The legal environment in which computer security and digital forensics practitioners work will also be examined, and students will gain insight into the role and function of expert forensic witnesses. The program encompasses the technicalities of information security and digital forensics, investigative protocols, professional and ethical considerations for practitioners, and relevant court procedures. Graduates should be well positioned to enter into and succeed in this exciting, competitive, and high-demand field.

Computer security and digital forensics specialists play a vital role in the protection of public and private data and the computer systems controlling everything from financial information to critical infrastructure. This certificate will be of interest to individuals just starting their career; career changers seeking to achieve advancement, portability, and longevity goals; managers and end users requiring a more in-depth understanding of computer security and data protection; and long-time practitioners seeking to round out their knowledge and attain a recognized level of academic achievement.

**Important Note:** Knowledge of TCP/IP is recommended.

Students must have a Windows or Linux computer operating system; the Apple (MAC) operating system is not supported by this course.

For detailed certificate and program information, including information on the fast-track program, please visit [ryerson.ca/ce/compsec](http://ryerson.ca/ce/compsec).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, including a Grade 12 U course in English and with a minimum grade point average of 70 percent, or equivalent, or mature student status. Note: Knowledge of TCP/IP is recommended.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CKDF 110
- ▶ CKDF 120
- ▶ CKDF 130
- ▶ CKDF 140
- ▶ CKDF 145, CKDM 150, or CZLW 120
- ▶ CKDF 150

*Note: Students wishing to take another certificate course concurrently with CZLW 120, or to take two or more certificate courses simultaneously may do so.*

## Required Courses

Students may only select one of CKDF 145, CKDM 150, or CZLW 120.

- ▶ CKDF 110 Computer Security and Digital Forensics: Computer Network Security
- ▶ CKDF 120 Computer Security and Digital Forensics: Computer Cryptography and Digital Steganography
- ▶ CKDF 130 Computer Security and Digital Forensics: Digital Forensics Systems
- ▶ CKDF 140 Computer Security and Digital Forensics: Security Architecture and Design
- ▶ CKDF 145 Computer Security and Digital Forensics: Certified Information Systems Security Professional (CISSP)
- ▶ CKDF 150 Computer Security and Digital Forensics: Digital Forensics Investigation
- ▶ CKDM 150 Disaster Emergency Management: Risk Management
- ▶ CZLW 120 Law: Law for Forensics Professionals

## Note to registered certificate program students

### Required Courses

CXCC 110 deleted.

CKDF 145 and CKDM 150 added.

# CRIMINAL JUSTICE AND CRIMINOLOGY

The Certificate in Criminal Justice and Criminology will provide interdisciplinary knowledge and critical thinking skills with respect to social and criminal justice, including public and private security, policing, the administration of criminal justice, and corrections and community engagement. This program is relevant to administrators and managers in a wide variety of public and private sectors who are seeking career entry, career portability, and career advancement in fields related to criminal justice.

**Academic Coordinator:** Professor Landau, tlandau@ryerson.ca

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status with relevant work experience, including policing, corrections, courts, social service agencies, security management services, or regulatory enforcement agencies.

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67, is required for the certificate.

## Required Courses

- ▶ CCRM 100 Criminal Justice and Criminology: Introduction to Canadian Criminal Justice
- ▶ CCRM 102 Criminal Justice and Criminology: Introduction to Criminology

## Generalist Stream (select three)

- ▶ CCRM 200 Criminal Justice and Criminology: Criminal Law
- ▶ CCRM 202 Criminal Justice and Criminology: Victims and the Criminal Process
- ▶ CCRM 300 Criminal Justice and Criminology: Policing in Canada
- ▶ CCRM 304 Criminal Justice and Criminology: Youth Justice in Canada
- ▶ CCRM 306 Criminal Justice and Criminology: Corrections in Canada
- ▶ CCRM 308 Criminal Justice and Criminology: Criminal Courts in Canada
- ▶ CCRM 402 Criminal Justice and Criminology: Criminal Justice and Social Inequality

## Electives (select one)

- ▶ CGEO 581 Geography: GIS, Geographic Data and Mapping
- ▶ CPHL 449 Philosophy: Philosophy of Punishment
- ▶ CPHL 612 Philosophy: Philosophy of Law
- ▶ CPSY 300 Psychology: Psychology and Law
- ▶ CPSY 602 Psychology: Developmental Psychopathology
- ▶ CSOC 500 Sociology: Youth and Society
- ▶ CSOC 502 Sociology: Violence and the Family



# DATA ANALYTICS, BIG DATA, AND PREDICTIVE ANALYTICS

This certificate will provide a strong foundation in analytics, tools, and statistics. It is targeted to individuals who need to use data analytics, big data, and predictive analytics to optimize performance at a variety of levels in a wide range of sectors or are employed in a related field such as data warehousing, data management, IT, etc. and need to acquire the necessary credentials for career promotion or other professional enrichment.

Upon successful completion of this certificate, graduates will be prepared to take the Institute for Operations Research and the Management Sciences (INFORMS) Certified Analytics Professional (CAP®) exam to become certified professionals in this burgeoning field. For more information about the CAP® designation, visit Institute for Operations Research and the Management Sciences (INFORMS) at [ryerson.ca/ce/designations](http://ryerson.ca/ce/designations).

For detailed certificate and program information, please visit [ryerson.ca/ce/bigdata](http://ryerson.ca/ce/bigdata).

## Admission Criteria

Eligible applicants must have the following:

OSSD with six Grade 12 U credits, including Grade 12 U credits in English, Mathematics (Advanced Functions and one of either Calculus and Vectors or Data Management), and Science (Biology or Chemistry or Physics);

OR

M credits with a minimum grade of 70 percent or equivalent academic status

OR

Mature student status with four years of relevant professional experience AND the approval of the academic coordinator.

*Note: Applicants should contact Anne-Marie Brinsmead, Program Director, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca) or at 416.979.5000, ext. 2665 or attend a Program Open House.*

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CIND 719 Industrial Engineering: Big Data Analytics Tools
- ▶ CKCS 110 Computer Science: Data Access and Management
- ▶ CKME 130 Mechanical Engineering: Introduction to Big Data Analytics
- ▶ CKME 132 Mechanical Engineering: Data Analytics: Basic Methods
- ▶ CKME 136 Mechanical Engineering: Data Analytics: Capstone Course
- ▶ CMTH 642 Mathematics: Data Analytics: Advanced Methods

## Note to registered certificate program students

### Required Courses

- CKME 134 and CKMT 105 deleted.
- CIND 719 and CMTH 642 added.



If you're interested in becoming a data scientist, the Certificate in **Data Analytics, Big Data, and Predictive Analytics** will provide relevant, timely, and effective education in the areas of data analytics foundations, basic and advanced analytics methods, and big data analytics tools. Big data implementation and analytics, predictive analytics methods, models, and platforms – and qualified professionals knowledgeable in harnessing them – are in high demand from private and public sector organizations, including from scientific, technology, legal, social, and business.

# DEMOGRAPHIC ANALYSIS

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

An understanding of demographics and demographic change is of increasing importance for professionals working in a wide variety of occupations in business, government, and not-for-profit sectors. This certificate offers opportunities to take a grounding in the principles and applications of demographic analysis and GIS applications in demography into the study of selected courses, with a concentration on applications used for business, commercial or public sector purposes, immigration and settlement studies and/or the economic impacts of demographic change. The final course will give students an opportunity to engage in “real-world” demographic analysis of issues such as school enrollments and closures, demand and supply of goods and services, retail sales potential, demand and supply of settlement services, social and assisted housing, and traffic in urban areas.

**Academic Coordinator:** Joe Aversa, [certificates@geography.ryerson.ca](mailto:certificates@geography.ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (English recommended) with a minimum grade of 70 percent, or equivalent, or mature student status with relevant work experience.

## Certificate Requirements

The successful completion of six courses (three required courses and three electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: CODA 100; CODA 110; Electives (three selections); and CODA 120.

## Required Courses

- ▶ CODA 100 Demographic Analysis: Principles of Demographic Analysis
- ▶ CODA 110 Demographic Analysis: GIS Applications in Demography
- ▶ CODA 120 Demographic Analysis: Advanced Demographic Applications

## Electives (select three)

- ▶ CECN 640 Economics: The Economics of Immigration
- ▶ CGEO 206 Geography: Regions, Nations and the Global Community
- ▶ CGEO 301 Geography: Marketing Geography
- ▶ CGEO 419 Geography: Retailing, GIS and Geodemographics
- ▶ CGEO 505 Geography: Regional Analysis of Canada
- ▶ CGEO 691 Geography: Canadian Immigration: Patterns and Place
- ▶ CGEO 803 Geography: Recreation and Tourism Analysis
- ▶ CINT 913 Interdisciplinary Studies: Issues of Migration
- ▶ CINT 914 Interdisciplinary Studies: Settlement Experiences
- ▶ CINT 915 Interdisciplinary Studies: Responses to Migration
- ▶ CODG 127 Digital Geography: Digital Geography Applications in Community and Social Services
- ▶ CPSY 620 Psychology: Psychology of Immigration
- ▶ CPSY 941 Psychology: Cross Cultural Psychology
- ▶ CSOC 474 Sociology: Immigration, Borders and Belonging

## Note to registered certificate program students

### Electives

CPL 725 deleted.

# DESIGN FOR ARTS AND ENTERTAINMENT

Start your behind-the-scenes career with an interdisciplinary approach to design in the fields of arts, culture, and entertainment. This certificate will help you develop the skills needed to plan and create characters and environments for live stage, film, television, photography, and multimedia installations by exploring a curriculum that is relevant to the current and emerging practice of scenography and design.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English), or equivalent, with a minimum average of 60 percent, or mature student status with relevant professional experience.

Students who have no previous drawing experience must successfully complete Drawing Fundamentals (CDID 803).

## Certificate Requirements

The successful completion of seven courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ Early Terms: CDID 150, CDID 170, CDMP 130
- ▶ Mid Terms: CDMP 122, two Electives
- ▶ Final Term: CDMP 123

## Required Courses

- ▶ CDID 150 Interior Design: Design Theory
- ▶ CDID 170 Design for Arts and Entertainment: Drafting for Entertainment
- ▶ CDMP 122 Film Studies: Production Design for Film and Theatre
- ▶ CDMP 123 Film Studies: Art Direction for Film and Special Events
- ▶ CDMP 130 Design for Arts and Entertainment: History of Arts and Scenography

## Electives (select two)

- ▶ CCMN 314 Communication: Professional Presentations
- ▶ CDFA 104 Fashion: Fashion Drawing I
- ▶ CDFC 106 Fashion Coordination and Styling: Fashion, Culture, and Society
- ▶ CDFP 391 Photography: History of Photography I
- ▶ CDID 552 Lighting Design: Entertainment Lighting Design
- ▶ CDMP 114 Film Studies: Post-Production Sound
- ▶ CDMP 120 Film Studies: Film History
- ▶ CENG 101 English Literature: Laughter and Tears: Comedy and Tragedy
- ▶ CFPN 531 Film Studies: Cinematography and Lighting Design I
- ▶ CMPC 203 Combined Media: Art in the Modern World
- ▶ CRTA 180 Media Studies: Music and Film

## Note to registered certificate program students

### Electives

Cultural and Technology Elective Groups have been amalgamated. CMUS 110 deleted.

CRTA 180 added.

# DESIGN MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The design industry generates billions of dollars in many sectors of the Canadian economy including manufacturing, construction, materials supply, transportation, retail, marketing, and consulting services. Graduates will be equipped to enter or progress within the growing numbers of organizations where design is considered to have strategic importance.

This multidisciplinary certificate program will provide graduates with the knowledge and skills required to be employed in those organizations engaged in the design field. It is aimed at those who may already be working in the design or business fields and/or those who have some design or business post-secondary education. It serves many different disciplines dedicated to design, including fashion, interior, industrial, graphic, landscape, architectural, engineering, and business interests.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent. Work experience and/or post-secondary education related to design or business is desirable.

## Certificate Requirements

The successful completion of eight courses (three required courses and five electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CDDM 101
- ▶ CDDM 102
- ▶ Electives (five selections)
- ▶ CDDM 103

## Required Courses

- ▶ CDDM 101 Design Management: Introduction to Design Management
- ▶ CDDM 102 Design Management: Design Management II
- ▶ CDDM 103 Design Management: Design Management Project

## Electives (select five)

- ▶ CCMN 314 Communication: Professional Presentations
- ▶ CDDM 104 Design Management: Design Awareness I
- ▶ CDDM 106 Design Management: Design Research
- ▶ CDID 150 Interior Design: Design Theory
- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CGCM 110 Graphic Communications: Introduction to Graphic Communications
- ▶ CITM 100 Information Technology Management: Foundations of Information Systems
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMKT 100 Marketing: Principles of Marketing

## Note to registered certificate program students

### Electives

CDGA 651 deleted.

CGCM 110 added.

# DIGITAL ART PRODUCTION

This certificate balances creative and artistic skills with practical digital skills in an experiential learning environment. Students will hone design, visual communication, and storytelling skills; create original content; and integrate this content into the digital world. Students will also gain theoretical, historical, and contemporary knowledge of art, design, and global communication. The evolution of media requires competency in creating, designing, and managing digital content. This certificate helps to prepare students for careers in fields such as interaction and user interface design, graphic design, computer generated effects design, mobile application development, animation, artistic production, and social media or game art.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits with a minimum average of 60 percent, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CMPC 101 Combined Media: Visual Studies I
- ▶ CMPC 103 Combined Media: Art and the Classical Tradition

## Electives (select four)

- ▶ CDMP 125 Film Studies: Fiction Screenwriting
- ▶ CEID 100 Digital Entrepreneurship Innovation: Digital Skills and Innovation for the Global Economy
- ▶ CFPN 534 Media Studies: Graphic Design
- ▶ CFPN 535 Media Studies: Interaction Design
- ▶ CFPN 537 Media Studies: Immersive Imaging
- ▶ CFPN 539 Photography: The Human Figure
- ▶ CFPN 541 Film Studies: Digital Animation Concepts
- ▶ CFPN 542 Media Studies: Design for Mobile
- ▶ CMPC 203 Combined Media: Art in the Modern World
- ▶ CNPF 566 Media Studies: History of Animation



# DISASTER AND EMERGENCY MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate, offered both in class and online, is designed for individuals seeking professional development in disaster management. With the increasing number of natural disasters and emergencies around the world, graduates will be equipped with the knowledge required to effectively manage a crisis.

For detailed certificate and program information, please visit [ryerson.ca/ce/disaster](http://ryerson.ca/ce/disaster).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U, including Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

Students may only select one of CDCM 125, CKDM 100, CKDM 105, CKDM 110, or CKDM 115.

- ▶ CDCM 125 Communication: Disaster and Emergency Incident Communications
- ▶ CKDM 100 Disaster Emergency Management: Principles and Practices of Emergency Management
- ▶ CKDM 105 Disaster Emergency Management: Project Management in Disaster Recovery
- ▶ CKDM 110 Disaster Emergency Management: Law of Disaster and Emergency Management
- ▶ CKDM 115 Disaster Emergency Management: Intl Policies and Disaster Coord
- ▶ CKDM 120 Disaster Emergency Management: Emergency Operations and Incident Management
- ▶ CKDM 130 Disaster Emergency Management: Critical Analysis of Operations
- ▶ CKDM 140 Disaster Emergency Management: Emergency Management Planning
- ▶ CKDM 150 Disaster Emergency Management: Risk Management
- ▶ CKDM 160 Disaster Emergency Management: Emerging Issues

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Survival in Urban Disasters and Emergencies** requires completion of any three of the following courses: CKDM 100, CKDM 120, CKDM 130, CKDM 140, CKDM 150, and/or CKDM 160.

See page 131 for more information.

### Fast Track in Disaster and Emergency Management

This spring, participants in the **Disaster and Emergency Fast Track (CKDM 999)** can complete all six courses in the Certificate in Disaster and Emergency Management in three months, and access specialized material and individualized instructor support. For further information, visit [ryerson.ca/ce/disaster](http://ryerson.ca/ce/disaster).

# ECONOMICS

The Certificate in Economics is designed for those without a post-secondary education in economics who wish to acquire knowledge of the discipline. A sound knowledge of economic principles is an important asset for people in a variety of fields of endeavour. The program will be of particular interest to those employed in business or government, and to secondary school teachers of economics.

For detailed certificate and program information, please visit [ryerson.ca/ce/economics](http://ryerson.ca/ce/economics).

**Academic Coordinator:** Michael Jolly, [mjolly@ryerson.ca](mailto:mjolly@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U (including Grade 12 U credits in English and Mathematics) or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CECN 204 Economics: Introductory Macroeconomics

## Electives (select four)

Students select a total of four electives, one of which must be CECN 301 or CECN 504.

Please consult the course descriptions for prerequisites.

- ▶ CECN 301 Economics: Intermediate Macroeconomics I
- ▶ CECN 321 Economics: Introduction to Law and Economics
- ▶ CECN 501 Economics: Industrial Organization
- ▶ CECN 502 Economics: Economics of Energy and Natural Resources
- ▶ CECN 504 Economics: Intermediate Microeconomics I
- ▶ CECN 506 Economics: Money and Banking
- ▶ CECN 510 Economics: Environmental Economics
- ▶ CECN 600 Economics: Intermediate Macroeconomics II
- ▶ CECN 601 Economics: The Economics of Information
- ▶ CECN 605 Economics: Labour Economics
- ▶ CECN 606 Economics: International Monetary Economics
- ▶ CECN 614 Economics: An Introduction to Game Theory
- ▶ CECN 627 Economics: Econometrics I
- ▶ CECN 640 Economics: The Economics of Immigration
- ▶ CECN 700 Economics: Intermediate Microeconomics II
- ▶ CECN 702 Economics: Econometrics II

- ▶ CECN 703 Economics: Public Sector Economics
- ▶ CECN 715 Economics: Advanced Microeconomics
- ▶ CECN 803 Economics: Canadian Tax Policy
- ▶ CECN 808 Economics: Economic Growth and Technological Change
- ▶ CECN 815 Economics: Advanced Macroeconomics

*Note: CECN 104 and CECN 204 give the student access to all the upper-level liberal studies courses in Economics as well as to the upper-level professionally related courses. CECN 110 and CECN 210 are not allowed as substitutes for CECN 104 and CECN 204 for Liberal Studies credit.*

## Suggested Elective Groupings

Students may choose electives from a variety of areas in economics, or they may choose to focus on a specific area to achieve their individual goals. The electives may be grouped as follows:

**Core Economics:** CECN 301, CECN 504, CECN 600, CECN 700

**International Economics:** CECN 301, CECN 504, CECN 606, CECN 700

**Macroeconomics:** CECN 301, CECN 506, CECN 600, CECN 606, CECN 808, CECN 815

**Microeconomics:** CECN 501, CECN 504, CECN 601, CECN 614, CECN 700, CECN 715

**Environmental Economics:** CECN 301, CECN 502, CECN 510, CECN 700

**Applied Economics:** CECN 301, CECN 605, CECN 627, CECN 702

**Economic Policy:** CECN 301, CECN 321, CECN 703, CECN 803

# ECONOMICS AND FINANCE

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate will help students to qualify as Chartered Financial Analysts, Certified Financial Analysts, and/or Certified Financial Planners, to name only three examples of professional designations. The program will also help to prepare students for the Canadian Securities Examination.

For detailed certificate and program information, please visit [ryerson.ca/ce/economics](http://ryerson.ca/ce/economics).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U, including Grade 12 U credits in English and Mathematics (one of which must be Advanced Functions, Calculus and Vectors, or Data Management), or M credits with a minimum grade of 70 percent; or equivalent; or mature student status. As well, student must have completed the following course or equivalent:

CACC 110 Accounting: Financial Accounting for Accounting Majors

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CECN 204 Economics: Introductory Macroeconomics
- ▶ CECN 506 Economics: Money and Banking
- ▶ CFIN 300 Finance: Managerial Finance I
- ▶ CFIN 401 Finance: Managerial Finance II
- ▶ CFIN 501 Finance: Investment Analysis

## Electives (select two)

Students are allowed to choose only one of CECN 129 or CQMS 102 as their electives.

Students are allowed to choose only one of CECN 721 or CFIN 621 as their electives.

- ▶ CECN 129 Economics: Statistics for Economics I
- ▶ CECN 301 Economics: Intermediate Macroeconomics I
- ▶ CECN 504 Economics: Intermediate Microeconomics I
- ▶ CECN 606 Economics: International Monetary Economics
- ▶ CECN 703 Economics: Public Sector Economics
- ▶ CECN 721 Economics: International Financial Markets
- ▶ CECN 803 Economics: Canadian Tax Policy
- ▶ CFIN 502 Finance: Personal Financial Planning
- ▶ CFIN 510 Finance: Small Business Finance
- ▶ CFIN 512 Finance: Risk Management and Insurance
- ▶ CFIN 601 Finance: Derivatives
- ▶ CFIN 612 Finance: Retirement and Estate Planning
- ▶ CFIN 621 Finance: International Finance
- ▶ CQMS 102 Quantitative Methods: Business Statistics I

## Note to registered certificate program students

### Required Courses

CECN 129 moved to Electives.

CECN 506 added.

### Electives

CQMS 102 added.



# ENERGY MANAGEMENT AND INNOVATION

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program provides adult learners with an opportunity to acquire a level of knowledge and expertise that will permit them to contribute effectively to energy management, conservation, sustainability, and public policy governing this regulated sector; and to energy innovation, entrepreneurship, and the challenges and opportunities for developing new energy technologies and business enterprises. This program has been developed in cooperation with Ryerson's Centre for Urban Energy.

For detailed certificate and program information, please visit [ryerson.ca/ce/energy](http://ryerson.ca/ce/energy).

**Academic Coordinator:** Dr. Bala Venkatesh, [bala@ryerson.ca](mailto:bala@ryerson.ca) (copying Anne-Marie Brinsmead, Program Director, [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca))

## Admission Criteria

It is recommended that applicants have the following:

Mature student status and evidence of relevant college or university level coursework, or equivalent

OR

Mature student status together with relevant industrial or professional experience

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: CKEI 100; CKEI 110; CKEI 120; CKEI 130; Electives (two selections)

## Required Courses

- ▶ CKEI 100 Energy Management: Energy Innovation and Entrepreneurship
- ▶ CKEI 110 Energy Management: Energy Conservation: Emerging Trends
- ▶ CKEI 120 Energy Management: Energy and the Public Policy Debate in Canada
- ▶ CKEI 130 Energy Management: An Introduction to Smart Grid

## Electives (select two)

- ▶ CECN 510 Economics: Environmental Economics
- ▶ CKEI 140 Energy Management: Current Topics in Energy Management and Innovation
- ▶ CKES 190 Environmental Sciences: Renewable Energy and Green Technology
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKSS 100 Sustainability Management: Fundamentals in Sustainability I



**My experience in the Certificate in Energy Management and Innovation highlighted our future energy options, a better understanding of how markets perform, and a focus on innovation and energy entrepreneurship tied to skills required to be a better manager or business owner.**

Patrick McMahon  
Learner, Energy Management and Innovation

# ENGLISH AS A SECOND/ADDITIONAL LANGUAGE

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The Certificate in English as a Second/Additional Language offers a range of general and specialized English courses for professional, vocational, and academic purposes.

It is designed for people who wish to increase their career opportunities and to add to their qualifications. The certificate offers courses at the intermediate and advanced levels and is open to people whose first language is not English.

For detailed certificate and program information, please visit [ryerson.ca/ce/esl](http://ryerson.ca/ce/esl).

## Individual Courses

Individual courses are designed to develop proficiency in English. Most courses involve readings from a selection of texts, as well as practice for improvement in spoken and written English. Small classes provide maximum individual attention. Students who do not wish to complete the certificate may take individual courses from the program for personal or professional need. An online placement test or interview to determine the appropriate level of study for each student is required for admission to these courses.

## Admission Criteria

Admission to the certificate program is by written placement assessment and oral interview during which students' fluency, listening comprehension, communication strategies, and writing will be assessed. The course admission/placement assessment is necessary to determine the appropriate level of study for each student. Assessment will take place during Interview/Placement Assessment Nights. Students may also complete an online placement test for admission.

## Certificate Requirements

The successful completion of six credits, earned in one of the following ways:

- ▶ three courses from the First Level and three from the Second Level
- ▶ the completion of any combination of courses equaling six certificate credits as recommended and approved by the ESL/EAL program director

If at the commencement of the certificate the student is ranked at the Second Level in the placement assessment, the successful completion of four single-term courses from the Second Level is required for the certificate. Students must achieve a cumulative grade point average of 1.67 or higher to graduate.

## First Level

(Three courses required for students entering the Certificate at the First Level. For further information, see Certificate Requirements.)

- ▶ COEN 204 English as a Second/Additional Language: Intermediate Grammar
- ▶ COEN 210 English as a Second/Additional Language: Reading/Listening Test Prep I

- ▶ COEN 220 English as a Second/Additional Language: Writing/Speaking Test Prep I
- ▶ COEN 294 English as a Second/Additional Language: Writing Accurately and Clearly
- ▶ COEN 295 English as a Second/Additional Language: Critical Reading and Effective Writing
- ▶ COEN 299 English as a Second/Additional Language: Effective Conversation Strategies
- ▶ COEN 301 English as a Second/Additional Language: Pronunciation

## Second Level

(Three courses required. Students ranked above the First Level in the placement assessment will require the completion of four Second Level courses.)

- ▶ CLNG 111 English as a Second/Additional Language: Language and Identity
- ▶ CLNG 112 English as a Second/Additional Language: Language: Spoken and Written
- ▶ CLNG 113 English as a Second/Additional Language: Language and Public Life
- ▶ COEN 296 English as a Second/Additional Language: Writing for Professionals
- ▶ COEN 298 English as a Second/Additional Language: Scientific and Technical Writing
- ▶ COEN 304 English as a Second/Additional Language: Advanced Grammar
- ▶ COEN 306 English as a Second/Additional Language: ESL/EAL: Oral Communication for Professionals
- ▶ COEN 311 English as a Second/Additional Language: Integrated Skills I
- ▶ COEN 312 English as a Second/Additional Language: Integrated Skills II
- ▶ COEN 410 English as a Second/Additional Language: Reading/Listening Test Prep II
- ▶ COEN 420 English as a Second/Additional Language: Writing/Speaking Test Prep II

# ENGLISH LITERATURE AND POPULAR CULTURE

This certificate is designed for students who appreciate the important ways in which English literature and culture enhance the quality of their lives and careers. Designed to allow students to tailor their studies to their own interests and aspirations, the program offers a dynamic grounding in the study of literature, writing, media, and popular culture. Graduates will have a strong knowledge base in contemporary and historical literature and culture that will prove useful in the experience, analysis, and production of cultural works.

**Academic Coordinator:** Bill Emery, bemery@ryerson.ca

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, including a credit in English with a minimum grade of 70 percent; or equivalent; or mature student status.

## Certificate Requirements

The successful completion of six courses (two required courses and four electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CENG 108 English Literature: Introduction to Fiction
- ▶ CENG 208 English Literature: Introduction to Non-Fiction

## Elective Streams (select four)

Students select a total of four electives from either stream.

### *Literature and Entertainment Stream (select a maximum of four)*

- ▶ CENG 112 English Literature: Zap, Pow, Bang: Pop Lit
- ▶ CENG 222 English Literature: Fairy Tales and Fantasies
- ▶ CENG 503 English Literature: Science Fiction
- ▶ CENG 510 English Literature: Gothic Horror
- ▶ CENG 705 English Literature: Studies in Visual Cultures
- ▶ CENG 706 English Literature: Shakespeare and Performance
- ▶ CENG 888 English Literature: Televisual Texts and Contexts

### *Reading/Writing Culture Stream (select a maximum of four)*

- ▶ CENG 200 English Literature: Writing as a Cultural Act
- ▶ CENG 505 English Writing Development: Creative Writing
- ▶ CENG 511 English Literature: The Art of Writing Life
- ▶ CENG 520 English Literature: The Language of Persuasion
- ▶ CENG 610 English Literature: The Language of Love, Sex and Gender
- ▶ CENG 720 English Literature: Principles of Persuasion
- ▶ CENG 921 English Literature: Narrative in a Digital Age

# ENTERPRISE ARCHITECTURE AND INFRASTRUCTURE MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The telecommunications profession in Canada has grown rapidly. With the introduction of competition to the marketplace and the growing need to move voice, image, and data, the demand for qualified professionals in this area is steadily increasing. Graduates of this certificate will have the skills required for positions involving the use, analysis, design, implementation, and management of telecommunications. The certificate will also provide a perspective on the role and function of information systems.

Courses may be credited toward the Ryerson Bachelor of Commerce (Information Technology Management) degree program should candidates wish to continue their education after attaining this certificate. Up to three course credits may be granted on the basis of courses successfully completed at other institutions. All certificate courses are the equivalents of degree credit courses currently offered by the School of Information Technology Management; however, please note that upon successful admission to the program, courses will be assessed for currency and transferability on a course-by-course basis.

For detailed certificate and program information, please visit [ryerson.ca/ce/itm](http://ryerson.ca/ce/itm).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status, and basic computer literacy and knowledge of the functions of business.

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. Good oral and written communications skills are essential for success in the program.

## Required Courses

- ▶ CITM 207 Information Technology Management: Computer-Enabled Problem Solving
- ▶ CITM 301 Information Technology Management: IT Infrastructure
- ▶ CITM 305 Information Technology Management: Systems Analysis and Design
- ▶ CITM 600 Information Technology Management: Data Communications Network Design

## Electives (select two)

- ▶ CITM 315 Information Technology Management: Network Administration
- ▶ CITM 410 Information Technology Management: Business Process Design
- ▶ CITM 513 Information Technology Management: Adv Infrastructure Deployment and Management
- ▶ CITM 704 Information Technology Management: Wireless and Mobile Communications
- ▶ CITM 706 Information Technology Management: Enterprise Architecture
- ▶ CITM 732 Information Technology Management: Switching and Routing Laboratory
- ▶ CITM 750 Information Technology Management: IS Project Management
- ▶ CITM 820 Information Technology Management: Information Systems Security and Privacy

## Note to registered certificate program students

### Electives

CITM 410 and CITM 706 added.

# ENTREPRENEURSHIP AND SMALL BUSINESS

## Formerly: Entrepreneurship and Multiculturalism

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Entrepreneurs are innovative people who take on the task of turning an unmet opportunity into a business reality. This certificate is designed to give both long-established and new Canadians the tools and knowledge needed to launch and run a Canadian business within a multicultural context. The four required courses build skills in ideation, opportunity evaluation, business intelligence, and venture planning within a multicultural context. Additional electives allow students to enhance their skills in areas that suit their specific needs (e.g., accounting or communication).

For detailed certificate and program information, please visit [ryerson.ca/ce/entrepreneurship](http://ryerson.ca/ce/entrepreneurship).

### Admission Criteria

It is recommended that applicants have the following:

OSSD with six OAC credits or Grade 12 U or M credits, or equivalent, or mature student status.

### Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

### Recommended Sequence

It is recommended that students complete CENT 500 before taking CENT 505.

### Required Courses

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CENT 505 Entrepreneurship: Small-Business Management
- ▶ CENT 526 Entrepreneurship: Entrepreneurial Behaviour and Strategy
- ▶ CENT 601 Entrepreneurship: Identifying Opportunities

### Electives (select two)\*

- ▶ CACC 100 Accounting: Introductory Financial Accounting
- ▶ CCMN 279 Communication: Introduction to Professional Communication
- ▶ CCMN 314 Communication: Professional Presentations
- ▶ CDCE 310 Workplace Communication in Canada (WCC): Formal and Informal Communication in the Workplace
- ▶ CDCE 320 Workplace Communication in Canada (WCC): Advanced Customer Focused Applications

- ▶ CDCE 330 Workplace Communication in Canada (WCC): Effective Persuasion and Public Speaking
- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CINP 901 Nonprofit: Developing Effective Organizations
- ▶ CMKT 100 Marketing: Principles of Marketing
- ▶ CRMG 200 Retail Management: Intro to Retail and Services Management
- ▶ CRMG 902 Retail Management: Franchising
- ▶ CRMG 910 Retail Management: Multi-Channel Retailing

*\*Note: With the submission of an approved Continuing Education Certificate Exemption (Substitution/Directive) Form signed by the academic coordinator, students may substitute up to two Elective courses with courses relevant to their entrepreneurial interests (as indicated in their business plan in CENT 500).*

### Note to registered certificate program students

Effective Fall 2015, the Certificate in Entrepreneurship and Multiculturalism has been revised to Entrepreneurship and Small Business. Students who were formally registered in the certificate prior to July 2, 2015, must complete the requirements in effect at the time of their registration.

### Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Entrepreneurship and Small Business** requires completion of CENT 500, CENT 505, and (CENT 526 or CENT 601).

See page 122 for more information.

# ENVIRONMENTAL SCIENCES

## Formerly: Environmental Engineering Science

This multidisciplinary program provides graduates with the broad knowledge base and wide range of skills they require as professionals in the environmental field. Students receive a grounding in air, water, and soil processes and contamination, biotechnology, instrumentation, and experiment design. The program also requires the student to develop proficiency in environmental management. Expertise is drawn from a number of degree programs including Applied Chemistry and Biology, Chemical Engineering, Civil Engineering, Mechanical Engineering, and Environmental Health.

For detailed certificate and program information, please visit [ryerson.ca/ce/enviroengineer](http://ryerson.ca/ce/enviroengineer).

### Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree in a relevant field with a GPA of 2.0, or equivalent

OR

A post-secondary diploma with a GPA of 2.0, or equivalent, AND two years of full-time relevant employment

OR

A total equivalent of four years of relevant full-time employment. Knowledge of basic chemistry at university level is highly recommended.

### Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

For further information about the program, please contact Vadim Bostan, Academic Coordinator, at [vbostan@ryerson.ca](mailto:vbostan@ryerson.ca), or Anne-Marie Brinsmead, Program Director, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca), or attend a Program Open House.

### Required Courses

- ▶ CKES 120 Environmental Sciences: Environmental and Atmospheric Processes
- ▶ CKES 170 Environmental Sciences: Water Treatment
- ▶ CKES 190 Environmental Sciences: Renewable Energy and Green Technology
- ▶ CKES 210 Environmental Sciences: Applied Environmental Analysis
- ▶ CKES 220 Environmental Sciences: Environmental Law and Practice

### Electives (select one)

- ▶ CKES 160 Environmental Sciences: Waste Management
- ▶ CKES 180 Environmental Sciences: Site Assessment

### Note to registered certificate program students

Effective Fall 2015, the Certificate in Environmental Engineering Science has been revised to Environmental Sciences. Students who were formally registered in the certificate prior to July 2, 2015, must complete the requirements in effect at the time of their registration.

### Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Environmental Sciences** requires completion of any three of the following courses: CKES 120, CKES 160, CKES 170, CKES 180, CKES 190, CKES 210, and/or CKES 220.

See page 122 for more information.



# ETHICS

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The Certificate in Ethics is designed to provide relevant, university-level education for individuals whose career paths require an ability to apply the principles of ethics in private and public sector organizations.

Individuals with knowledge of and practice in applied ethics have competencies to develop personal and organizational codes of ethics; to recognize, counsel, and train in analyzing and resolving ethical dilemmas; and to defend and monitor ethical decision making in their organizations.

**Academic Coordinator:** Alex Wellington, [awelling@philosophy.ryerson.ca](mailto:awelling@philosophy.ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses (one required course and five electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: Electives – Group A (two selections); Electives – Group B (three selections); and COPH 200.

## Required Course

- ▶ COPH 200 Humanities: Ethics Capstone Course

## Electives – Group A (select two)

### *Business and Organizations Stream*

- ▶ CPHL 307 Philosophy: Business Ethics
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management

### *Environment Stream*

- ▶ CPHL 500 Philosophy: Philosophy of the Natural Environment
- ▶ CPHL 525 Philosophy: Environmental Ethics

### *Ethical Theory Stream*

- ▶ CPHL 334 Philosophy: Ethics in Professional Life
- ▶ CPHL 503 Philosophy: Ancient and Modern Ethics
- ▶ CPHL 603 Philosophy: Modern and Contemporary Ethics

### *Health Stream*

- ▶ CPHL 302 Philosophy: Ethics and Health Care
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management
- ▶ CPHL 509 Philosophy: Bioethics

### *Human Rights and Administrative Justice Stream*

- ▶ CPHL 400 Philosophy: Human Rights and Justice
- ▶ CPHL 614 Philosophy: Philosophy of Human Rights

### *Law and Jurisprudence Stream*

- ▶ CPHL 449 Philosophy: Philosophy of Punishment
- ▶ CPHL 612 Philosophy: Philosophy of Law

### *Media and Culture Stream*

- ▶ CPHL 530 Philosophy: Media Ethics

## Electives – Group B (select three not previously taken in Electives – Group A)

### *Business and Organizations Stream*

- ▶ CGMS 802 Global Management: Ethics and Regulation of Int'l Bus
- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CITM 407 Information Technology Management: Info Tech, Ethics and Society
- ▶ CLAW 122 Law: Business Law
- ▶ CLAW 525 Law: The Law of the Marketplace
- ▶ CLAW 529 Law: Employment and Labour Law
- ▶ CLAW 603 Law: Advanced Business Law
- ▶ CMHR 600 Human Resources: Diversity and Inclusion in the Workplace
- ▶ CMHR 640 Human Resources: Leadership
- ▶ CODG 130 Digital Geography: Legal and Ethical Issues in GIS and Digital Data
- ▶ CPHL 307 Philosophy: Business Ethics
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management

**Environment Stream**

- ▶ CECN 502 Economics: Economics of Energy and Natural Resources
- ▶ CECN 510 Economics: Environmental Economics
- ▶ CPHL 500 Philosophy: Philosophy of the Natural Environment
- ▶ CPHL 525 Philosophy: Environmental Ethics
- ▶ CPSY 518 Psychology: Environmental Psychology

**Ethical Theory Stream**

- ▶ CPHL 334 Philosophy: Ethics in Professional Life
- ▶ CPHL 503 Philosophy: Ancient and Modern Ethics
- ▶ CPHL 603 Philosophy: Modern and Contemporary Ethics

**Health Stream**

- ▶ CPHL 302 Philosophy: Ethics and Health Care
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management
- ▶ CPHL 509 Philosophy: Bioethics
- ▶ CPHL 602 Philosophy: Health Policy: Ethics and Justice
- ▶ CPSY 124 Psychology: Social Psychology
- ▶ CPSY 706 Psychology: Personal Growth and Positive Psychology

**Human Rights and Administrative Justice Stream**

- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CPHL 400 Philosophy: Human Rights and Justice
- ▶ CPHL 507 Philosophy: Ethics and Disability
- ▶ CPHL 614 Philosophy: Philosophy of Human Rights
- ▶ CPOG 424 Politics and Public Administration: Human Rights and Global Politics
- ▶ CPPA 125 Politics and Public Administration: Rights, Equity and the State
- ▶ CPPA 301 Politics and Public Administration: Administrative Law
- ▶ CSOC 609 Sociology: Women and Human Rights
- ▶ CSOC 705 Sociology: Law and Justice

**Law and Jurisprudence Stream**

- ▶ CCRM 200 Criminal Justice and Criminology: Criminal Law
- ▶ CCRM 322 Criminal Justice and Criminology: Ethics in Criminal Justice
- ▶ CECN 321 Economics: Introduction to Law and Economics
- ▶ CLAW 122 Law: Business Law
- ▶ CLAW 525 Law: The Law of the Marketplace
- ▶ CLAW 529 Law: Employment and Labour Law
- ▶ CLAW 603 Law: Advanced Business Law
- ▶ CODG 130 Digital Geography: Legal and Ethical Issues in GIS and Digital Data
- ▶ CPHL 449 Philosophy: Philosophy of Punishment
- ▶ CPHL 612 Philosophy: Philosophy of Law
- ▶ CPHL 921 Philosophy: Intellectual Property and Technology
- ▶ CPPA 301 Politics and Public Administration: Administrative Law
- ▶ CSOC 705 Sociology: Law and Justice

**Media and Culture Stream**

- ▶ CENG 413 English Literature: Colonial and Postcolonial Literatures
- ▶ CENG 520 English Literature: The Language of Persuasion
- ▶ CENG 621 English Literature: Women's Texts, Global Contexts
- ▶ CENG 720 English Literature: Principles of Persuasion
- ▶ CHST 602 History: The History of Modern Propaganda
- ▶ CPHL 401 Philosophy: Philosophy and Mass Culture
- ▶ CPHL 530 Philosophy: Media Ethics
- ▶ CPHL 621 Philosophy: Beyond the Western Academic Tradition



# FACILITY MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The facility manager is responsible for the integration of the workplace with the people and work of the organization. This program will provide knowledge and analytical skills for those pursuing careers in this profession. It will be of interest to individuals at various stages of their career:

- ▶ those who are being prepared by an organization to assume a role in facility management
- ▶ those who are newly appointed to a facility management department
- ▶ those who wish to upgrade their credentials within the facility management department or to implement a career change

The design of the program is based on the guidelines for professional education developed by the International Facility Management Association.

For detailed certificate and program information, please visit [ryerson.ca/ce/fm](http://ryerson.ca/ce/fm).

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree, or mature student status with related professional experience and education.

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CDFM 102 Facility Management: Facility Management Fundamentals
- ▶ CDFM 103 Facility Management: Project Planning, Design, and Management
- ▶ CDFM 104 Facility Management: Building Operations and Maintenance

## Electives – Group A (select one)

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ CCMN 314 Communication: Professional Presentations

## Electives – Group B (select four)

Many of these electives have prerequisites which must be met by the student unless waived by the subject coordinator. Students may be allowed to substitute other appropriate elective courses with permission of the academic coordinator.

- ▶ CACC 100 Accounting: Introductory Financial Accounting
- ▶ CDFM 105 Facility Management: Space Planning and Management
- ▶ CDFM 203 Facility Management: Real Estate Planning and Development
- ▶ CDID 501 Lighting Design: Lighting Fundamentals
- ▶ CDID 504 Lighting Design: Lighting Energy Management
- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CGMS 401 Global Management: Operations Management
- ▶ CKAR 500 Architecture: Sustainable Buildings
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMKT 504 Marketing: Effective Persuasion
- ▶ COHS 208 Occupational Health: Occupational Health and Safety Law
- ▶ COHS 718 Occupational Health: Systems Management I

# FASHION COORDINATION AND STYLING

This certificate is designed to prepare professionally trained students for a career as fashion coordination and styling consultants. It will provide graduates with a solid knowledge foundation, with creative and technical expertise, and with sound problem-solving abilities. The program offers a stimulating study of art, design, and costume history and technology, which will prepare the graduate for career progression within this specialist field of fashion. The fashion industry has far-reaching influence and generates billions of dollars in many sectors of the Canadian economy. There are many avenues of opportunity for graduates in areas such as video and movie production, special events, trade shows and promotional exhibits, retail, television, magazines, corporate and/or individual consultation, and business ownership.

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status with relevant professional experience.

## Certificate Requirements

The successful completion of eight courses (four required courses and four electives), with a grade point average of 1.67 or higher, is required for completion of the certificate.

## Required Courses

- ▶ CDFC 101 Fashion Coordination and Styling: Fashion Coordination
- ▶ CDFC 102 Fashion Coordination and Styling: Fashion Styling
- ▶ CDFC 103 Fashion Coordination and Styling: Design Fundamentals in Fashion
- ▶ CDFC 104 Fashion Coordination and Styling: Creating the Image

## Electives (select four)

- ▶ CCMN 373 Communication: Fashion Communication: Professional Approaches
- ▶ CDFA 104 Fashion: Fashion Drawing I
- ▶ CDFA 110 Fashion: Fashion Drawing II
- ▶ CDFC 105 Fashion Coordination and Styling: Fashion Shows and Special Events
- ▶ CDFC 106 Fashion Coordination and Styling: Fashion, Culture, and Society
- ▶ CDFC 107 Fashion Coordination and Styling: Fashion Buying
- ▶ CDFC 200 Fashion Coordination and Styling: Fashion Photography
- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CFSN 703 Fashion: Visual Merchandising and Display
- ▶ CMKT 100 Marketing: Principles of Marketing

### An intensive, 13-week program

Students have the opportunity to obtain the Certificate in Fashion Coordination and Styling over 13 intensive, 5-day weeks. This unique fast-track program covers all four required courses and four preselected elective courses.

For more information about **CDFC 999 Summer Fashion Intensive** visit [ryerson.ca/ce/fashionintensive](http://ryerson.ca/ce/fashionintensive).

# FILM STUDIES

The Certificate in Film Studies provides a good basic grounding in the principles, contemporary theories, and techniques of the motion picture medium. Courses range from an introduction to basic filmmaking to specialized courses such as screen writing; cinematography and lighting workshops; directing screen performance; production design; sound design; and the business of developing, producing, and marketing motion pictures. It is an excellent starting point for people who want to pursue a career in the film industry or satisfy their curiosity about film and film production. The program will be of interest to various individuals:

- ▶ those working in the film industry who want to improve their qualifications
- ▶ those new to the industry, or others such as actors, who want to understand more fully all aspects of production
- ▶ those working in other fields who want to make a career change
- ▶ those working in allied fields who seek a better understanding of film production
- ▶ elementary and secondary school teachers who will apply the theoretical and practical knowledge they receive to their own teaching

For detailed certificate and program information, please visit [ryerson.ca/ce/film](http://ryerson.ca/ce/film). Students have the opportunity to obtain the Certificate in Film Studies over two intensive, six-day weeks in the Spring/Summer term. For information on the Summer Film School, visit [ryerson.ca/ce/summerfilm](http://ryerson.ca/ce/summerfilm).

The Chang School showcases the talents and recognizes the skill and dedication of continuing education film studies students at the annual Peter Gerretsen Film Awards.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English), or equivalent, with a minimum average of 60 percent, or mature student status with relevant professional experience.

## Certificate Requirements

The successful completion of eight courses (five required courses and three electives (or 117 course hours)), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

*Note: Students who register in courses for which they do not have the stated prerequisites will be withdrawn from those courses, unless they have been given prior permission by the academic coordinator.*

## Equipment/Facilities Use

Please note that equipment and facilities use outside of class time will not be provided. Extra time may be purchased.

## Required Courses

Please consult the course descriptions for prerequisites.

- ▶ CDMP 117 Film Studies: Film Technology I
- ▶ CDMP 118 Film Studies: Film and Sound Editing I
- ▶ CDMP 129 Film Studies: Motion Picture Production I
- ▶ CDMP 223 Film Studies: Film Technology II
- ▶ CDMP 229 Film Studies: Motion Picture Production II

## Electives (select three courses or 117 hours)

- ▶ CDMP 109 Business of Film: Business of Film - Producing
- ▶ CDMP 114 Film Studies: Post-Production Sound
- ▶ CDMP 119 Film Studies: Digital Film Production I
- ▶ CDMP 120 Film Studies: Film History
- ▶ CDMP 121 Film Studies: Film Theory
- ▶ CDMP 122 Film Studies: Production Design for Film and Theatre
- ▶ CDMP 123 Film Studies: Art Direction for Film and Special Events
- ▶ CDMP 125 Film Studies: Fiction Screenwriting
- ▶ CDMP 126 Film Studies: Non-Fiction Screenwriting
- ▶ CDMP 209 Business of Film: Business of Film - Development
- ▶ CDMP 215 Business of Film: Movie Marketing and Distribution
- ▶ CDMP 231 Film Studies: Short Filmmaking: On Location
- ▶ CDMP 232 Film Studies: Documentary Filmmaking in Cuba
- ▶ CDMP 700 Film Studies: Advanced Screenwriting
- ▶ CFPN 502 Film Studies: Directing Screen Performance - Basic Principles
- ▶ CFPN 531 Film Studies: Cinematography and Lighting Design I
- ▶ CFPN 631 Film Studies: Cinematography and Lighting Design II
- ▶ CMPC 101 Combined Media: Visual Studies I

# FINANCIAL MATHEMATICS MODELING

This certificate program is intended to provide technically trained professionals with an understanding of how to determine the value of financial derivatives and complex investments, and how to assess and analyze, through modeling frameworks, the associated benefits and risks of these instruments. Participants will attain a mastery of financial mathematics, especially in the areas of stochastic processes and probability, in statistics, and in computation, together with an understanding of the highly complex operations of financial markets.

For detailed certificate and program information, please visit [ryerson.ca/ce/financialmath](http://ryerson.ca/ce/financialmath).

## Admission Criteria

It is recommended that applicants have the following:

Mature student status and evidence of university level coursework in mathematics, economics, and/or finance, or equivalent (to be determined by the Academic Coordinator)

OR

Mature student status and other relevant qualifications or relevant industry experience (to be determined by the Academic Coordinator)

## Admission Interview/Placement Assessment

An interview/placement assessment is required for this program. Contact Anne-Marie Brinsmead (Program Director, Engineering, Architecture, and Science) at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca).

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CFIN 300
- ▶ CCPS 393
- ▶ CFIN 501
- ▶ CMTH 304
- ▶ CMTH 500
- ▶ CMTH 600
- ▶ CMTH 700
- ▶ CMTH 800

## Required Courses

- ▶ CMTH 600 Mathematics: Computational Methods In Mathematics
- ▶ CMTH 700 Mathematics: Financial Mathematics I
- ▶ CMTH 800 Mathematics: Financial Mathematics II

## Electives (select three)\*

- ▶ CCPS 393 Computer Science: Introduction to C and UNIX
- ▶ CFIN 300 Finance: Managerial Finance I
- ▶ CFIN 501 Finance: Investment Analysis
- ▶ CMTH 304 Mathematics: Probability and Statistics I
- ▶ CMTH 500 Mathematics: Introduction to Stochastic Processes

\* The electives associated with this certificate program are divided into groups, based on the participant's area of expertise. The academic coordinator for the program will determine the grouping that applies to each participant, designed to strengthen his or her financial mathematics modeling competencies in other areas. A group of three (3) electives selected from the full list of elective courses may be substituted for the suggested elective groupings, at the discretion of the academic coordinator.

## Suggested Elective Groupings

**Mathematical Grouping (for participants with mathematical background):** CCPS 393, CFIN 300, CFIN 501

**Computational or Engineering Grouping (for participants with computational or engineering background):** CFIN 300, CFIN 501, CMTH 500

**Financial Grouping (for participants with financial background):** CCPS 393, CMTH 304, CMTH 500

# FINANCIAL PLANNING

This advanced certificate is designed to build on your background in accounting, finance, or management and may lead you to a professional career as a financial planner.

Successful completion of the courses in this certificate will allow you to write the two national examinations that lead to the two certifications: FPSC Level 1 Certification and the Certified Financial Planner (CFP®) designation, both awarded by the Financial Planning Standards Council (FPSC). For details about these certifications, check their website at [fpsc.ca](http://fpsc.ca).

For detailed certificate and program information, please visit [ryerson.ca/ce/financialplanning](http://ryerson.ca/ce/financialplanning).

**Academic Coordinator:** Coleen Clark, [colclark@ryerson.ca](mailto:colclark@ryerson.ca)

## Admission Criteria

Eligible applicants must have the following:

Certificate in Accounting – Finance, or an undergraduate degree, or a three-year college diploma, as well as all of the following courses or equivalents.

- ▶ CACC 414 Accounting: Intermediate Accounting I
- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CECN 204 Economics: Introductory Macroeconomics
- ▶ CFIN 300 Finance: Managerial Finance I
- ▶ CFIN 401 Finance: Managerial Finance II
- ▶ CLAW 122 Law: Business Law
- ▶ CQMS 102 Quantitative Methods: Business Statistics I
- ▶ CQMS 202 Quantitative Methods: Business Statistics II

## Admission Application

Students seeking admission to this program are required to complete an application for pre-approval and submit it to the academic coordinator for the Certificate in Financial Planning. To obtain an application visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents (then Financial Planning under Program Pre-Approval Forms), or call 416.979.5035. The completed application, together with transcripts, may be presented to the academic coordinator during the Open House, or mailed to the address on the form.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CACC 522 Accounting: Taxation for Managers and Financial Planners
- ▶ CFIN 501 Finance: Investment Analysis
- ▶ CFIN 502 Finance: Personal Financial Planning
- ▶ CFIN 512 Finance: Risk Management and Insurance
- ▶ CFIN 612 Finance: Retirement and Estate Planning
- ▶ CFIN 812 Finance: Advanced Personal Financial Planning

# FOOD SECURITY

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate focuses on how to meet the challenge of creating sustainable food systems based on social justice and democratic decision-making that will ensure people's right to food. As such, the program serves anyone with a keen passion in food issues, environmental sustainability, human rights, alleviation of food insecurity, food-related health and education issues, and food policy. Students will go on to work in civil society organization and public sector agencies in Canada and worldwide addressing food issues and also engaging in the private sector to initiate its transformation to a more equitable and sustainable system of production, processing and marketing.

For detailed certificate and program information, please visit [ryerson.ca/ce/foodsecurity](http://ryerson.ca/ce/foodsecurity).

**Academic Coordinator:** Reg Noble, [food@ryerson.ca](mailto:food@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree in any field, or approval of the academic coordinator and five years of professional experience in a field relevant to food security work, or approval of the academic coordinator and three years' Baccalaureate study with a clear academic standing (at least a C average or GPA of 1.67).

## Admission Assessment

If you wish to apply to register for the Certificate in Food Security, you must first contact the Academic Coordinator, Reg Noble, who will assess whether you are eligible and answer any questions you might have about the program. If you're interested in taking individual courses, Ryerson University's general eligibility rules apply.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CFNY 403 Food Security: Food Security Concepts and Principles
- ▶ CFNY 404 Food Security: Food Policy and Programs for Food Security
- ▶ CFNY 405 Food Security: Applied Research Methods and Evaluation

## Electives (select three)

Students may only select one of CFND 401 or CSOC 808.

Students may only select one of CFNF 100 or CVFS 401.

- ▶ CFND 401 Foods: Social and Cultural Dimensions of Food

- ▶ CFNF 100 Family Studies: Families and Health
- ▶ CFNP 400 Professional Practice: Professional Practice: Placement
- ▶ CFNR 400 Research Methods: Independent Research Study I
- ▶ CFNY 400 Food Security: Selected Topics in Food Security
- ▶ CFNY 407 Food Security: Community Development and Food Security
- ▶ CFNY 408 Food Security: Urban Food Security
- ▶ CFNY 409 Food Security: Gender and Food Security
- ▶ CFNY 510 Food Security: Indigenous Food Systems in Canada
- ▶ CINT 912 Interdisciplinary Studies: Community Development: International Field Experience
- ▶ CSOC 808 Sociology: Sociology of Food and Eating
- ▶ CVFN 410 Food Security: Understanding Urban Agriculture
- ▶ CVFN 411 Food Security: Dimensions of Urban Agriculture
- ▶ CVFN 412 Food Security: Urban Agriculture Types
- ▶ CVFN 413 Food Security: Urban Agriculture Policy-Making
- ▶ CVFS 401 Family Supports: Contemporary Family Issues

## Note to registered certificate program students

CFND 401, CFNP 400, and CFNR 400 are only available in classroom to degree program and special students. For scheduling information, contact the Ryerson School of Nutrition.

### Electives

CFNY 406 and CVFN 233 deleted.

# PROFICIENCY IN FRENCH

This certificate program is designed to provide proficiency in oral and written French. The program offers opportunities to increase professional qualifications, prepare for travel, and become a more informed citizen in a bilingual nation. Ten levels of language courses, along with a range of advanced and specialized courses, are offered.

For detailed certificate and program information, please visit [ryerson.ca/ce/french](http://ryerson.ca/ce/french).

## Admission Criteria

It is recommended that applicants have the following:

Completion of Introductory French I (CFRE 101) with a minimum grade of C+, or admission by placement assessment and interview.

## Certificate Requirements

The successful completion of six single-term credit courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

### Advanced Placement

If the student completes four courses at a level higher than CFRE 401, the successful completion of four single-term credit courses is required for the certificate. All four courses must be at the advanced level (CFRE 402 or higher).

## Required Courses (except for Advanced Placement)

- ▶ CFRE 201 French: Introductory French II
- ▶ CFRE 301 French: Intermediate French I
- ▶ CFRE 401 French: Intermediate French II
- ▶ CFRE 501 French: Speaking and Writing French I

## Advanced Level Electives (select two)

- ▶ CFRE 402 French: French Conversation and Pronunciation
- ▶ CFRE 502 French: Advanced Business French I
- ▶ CFRE 505 French: Language and Culture I
- ▶ CFRE 507 French: English-French Translation I
- ▶ CFRE 508 French: Intro to 20th C French Literature I
- ▶ CFRE 509 French: Franco-Canadian Literature I
- ▶ CFRE 510 French: Effective Writing I
- ▶ CFRE 515 French: Introduction to Business French
- ▶ CFRE 601 French: Speaking and Writing French II
- ▶ CFRE 602 French: Advanced Business French II
- ▶ CFRE 605 French: Language and Culture II
- ▶ CFRE 607 French: English-French Translation II
- ▶ CFRE 608 French: Intro to 20th C French Literature II
- ▶ CFRE 609 French: Franco-Canadian Literature II
- ▶ CFRE 610 French: Effective Writing II
- ▶ CFRE 701 French: French in the Media I
- ▶ CFRE 704 French: Intro to Franco-Canadian Culture I
- ▶ CFRE 707 French: Introduction to French-English Translation
- ▶ CFRE 801 French: French in the Media II
- ▶ CFRE 803 French: French Theatre: 20th C and Contemporary
- ▶ CFRE 804 French: Intro to Franco-Canadian Culture II
- ▶ CFRE 903 French: The Francophone Short Story



## Note to registered certificate program students

### Advanced Placement

All four courses must be at the advanced level (i.e., CFRE 402 or higher).

### Required Courses

CFRE 601 moved to Advanced Level Electives, thereby reducing the number of Required Courses to four.

### Advanced Level Electives

Electives have been increased to two.

# FUNDRAISING MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program has been developed to provide students with a sound understanding of the nonprofit and voluntary sector and the role that fundraising can play in support of organizations in this sector. Students will achieve the following:

- ▶ increase their understanding and skills in charitable sector fundraising management
- ▶ develop and implement a wide range of strategies and tactics for a successful and ethical operation of a fundraising program

This program has been developed to prepare aspiring fundraising professionals for career entry, to help managers in charitable organizations expand their fundraising skills, and to provide growth and renewal opportunities for experienced professionals.

For detailed certificate and program information, please visit [ryerson.ca/ce/fundraising](http://ryerson.ca/ce/fundraising).

**Academic Coordinator:** Cathy Mann, [cmann@ryerson.ca](mailto:cmann@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

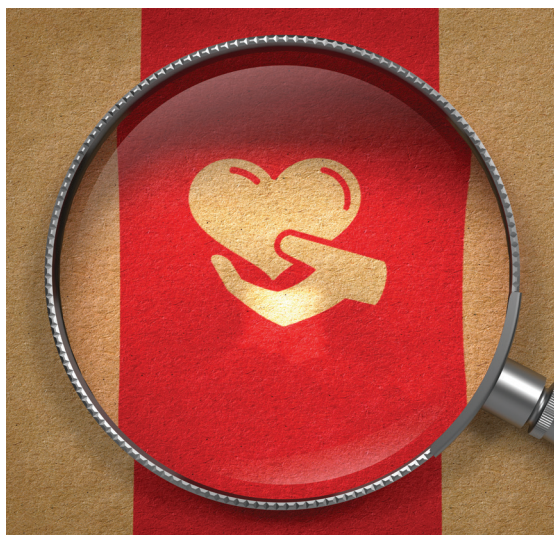
New students are encouraged to begin with CINT 916.

## Required Courses

- ▶ C1NP 912 Nonprofit: Marketing for Nonprofit Organizations
- ▶ CINT 916 Interdisciplinary Studies: Introduction to Fundraising
- ▶ CVFM 201 Fundraising Management: Operations of Fundraising
- ▶ CVFM 202 Fundraising Management: Donor Centered Fundraising

## Electives (select two)

- ▶ CVFM 203 Fundraising Management: Fundraising Campaigns
- ▶ CVFM 302 Fundraising Management: Entrepreneurial Fundraising
- ▶ CVFM 303 Fundraising Management: Annual Giving Programs





# GERONTOLOGY

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The Certificate in Gerontology is designed for professionals working with seniors, such as health and medical personnel, nutritionists, occupational therapists, social workers, family counsellors, recreation specialists, community workers, capacity assessors, administrators, urban planners, designers, personnel officers, volunteer workers, and anyone who wishes to learn about the field of aging.

The learning objectives of the certificate in Gerontology include the following:

- ▶ to comprehend the social, psychological, and biological theories that are applied within the field of gerontology, examining both normal and abnormal age-related changes that occur throughout the lifespan and their impact on practice
- ▶ to examine normal and abnormal age-related changes in social, psychological, and biological functioning and evaluate the implications of these changes on the individual's ability to interact with their social and physical environments
- ▶ to identify key changes in social roles, social supports, and policies that occur with aging within the areas of work and retirement, social and familial relationships, housing and environmental design, transportation and healthcare, and the law
- ▶ to recognize the diversity in aging as it relates to ethnicity, culture, gender, and sexuality and its impact on Canadian demography
- ▶ to analyze the current spectrum of cognitive variations associated with aging within the areas of intelligence, problem solving, learning and memory, personality, and mental health
- ▶ to identify and define both the quantitative and qualitative research methods and the significance of research ethics applied within the field of gerontology
- ▶ to identify how research contributes to the knowledge within the field of gerontology and apply the appropriate steps to enable data assembly and data analysis
- ▶ to systematically interpret and critique research findings within the field and determine their implications for the practice of gerontology, and to examine the future trends in gerontology

For detailed certificate and program information, please visit [ryerson.ca/ce/gerontology](http://ryerson.ca/ce/gerontology).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status is required.

## Certificate Requirements

The successful completion of six single-term courses or their equivalent, with a cumulative grade point average of 1.67 or higher, is required for certificate completion.

## Recommended Sequence

It is recommended that students working toward the Certificate in Gerontology start with CVGE 140 and CVGE 141, before proceeding with CINT 901 or CVGE 205 and their electives.

## Required Courses

- ▶ CINT 901 Interdisciplinary Studies: Gerontology: Critical Issues and Future Trends
- ▶ CVGE 140 Gerontology: Aging and the Individual
- ▶ CVGE 141 Gerontology: Aging and Society
- ▶ CVGE 205 Gerontology: Understanding Research

## Electives (select two)

- ▶ CGER 298 Gerontology: Ability, Disability and Aging
- ▶ CHSM 307 Health Services Management: Principles of Long Term Care Service Del.
- ▶ CINT 904 Interdisciplinary Studies: Health Promotion and Community Development
- ▶ CPSY 402 Psychology: Adult Development
- ▶ CPSY 802 Psychology: Death, Dying and Bereavement
- ▶ CSOC 606 Sociology: Work and Families in the 21st Century
- ▶ CVGE 271 Gerontology: Consent, Capacity and Decision Making
- ▶ CVGE 297 Gerontology: Aging and Interpersonal Skills

# GLOBAL DIASPORAS, TRANSNATIONALISM, AND MIGRATION CITIES

This certificate takes a contemporary approach to the phenomena of diaspora by examining the migration of peoples linked to the initial stages of a global economy in the twentieth and twenty-first centuries. The principal focus of the program will be on contemporary diasporas in the context of ever-accelerating globalization. Students will be introduced to the phenomenon of transnationalism—the multiple ties and interactions linking peoples and institutions across the borders of nation states.

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Sequence

Students are required to take the courses in the following sequence:

- ▶ Cods 101
- ▶ CGEO 691
- ▶ Electives (three selections)
- ▶ Cods 200

## Required Courses

- ▶ CGEO 691 Geography: Canadian Immigration: Patterns and Place
- ▶ Cods 101 Geography: Diaspora and Transnationalism
- ▶ Cods 200 Geography: Research in Diaspora and Globalized Cities

## Electives (select a total of three courses)

### Electives – Group A (select one or two)

- ▶ CGEO 108 Geography: Geography of the Global Village
- ▶ CGEO 206 Geography: Regions, Nations and the Global Community
- ▶ CODA 100 Demographic Analysis: Principles of Demographic Analysis

### Electives – Group B (select one or two)

- ▶ CGEO 720 Geography: The Inner Landscape of Culture
- ▶ CGEO 820 Geography: The Outer Landscape of Culture
- ▶ CODA 110 Demographic Analysis: GIS Applications in Demography



# GLOBAL MANAGEMENT STUDIES

This program is designed for individuals who want to build on their existing cultural knowledge, language advantages, or Canadian business experience to deal effectively with globalization and international business issues. It is a unique experience: a combination of excellent university credit courses to select from and an individual single-term Practicum under the guidance of the academic coordinator.

**Academic Coordinator:** Carlyle Farrell, farrellc@ryerson.ca

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status. Eligible applicants must also have completed the following courses or equivalents:

- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CGMS 401 Global Management: Operations Management
- ▶ CMKT 100 Marketing: Principles of Marketing

## Certificate Requirements

The successful completion of six courses, including a single-term Practicum, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CGMS 522 Global Management: International Marketing
- ▶ CGMS 723 Global Management: International Trade
- ▶ CGMS 724 Global Management: Management of International Enterprise
- ▶ CZIB 100 International Business: Practicum in International Business

## Electives (select two)

- ▶ CFIN 621 Finance: International Finance
- ▶ CGMS 450 Global Management: Project Management
- ▶ CGMS 601 Global Management: International Economics
- ▶ CGMS 690 Global Management: The North American Business Environment
- ▶ CGMS 691 Global Management: The Asian Business Environment
- ▶ CGMS 692 Global Management: The European Business Environment
- ▶ CGMS 695 Global Management: The Middle Eastern Business Environment
- ▶ CGMS 802 Global Management: Ethics and Regulation of Int'l Bus
- ▶ CGMS 805 Global Management: Manufacturing Management
- ▶ CLAW 724 International Business Law: Legal Aspects of International Business

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Entering Foreign Markets** requires completion of CGMS 522, CGMS 723, and CGMS 724.

See page 121 for more information.

# GRAPHIC COMMUNICATIONS

Graphic communications is one of the most dynamic and exciting industries in Canada today. The preparation of layouts, files, proofs, and finished jobs in the printing industry requires the use of advanced hardware, software, and technology. Knowledgeable and skilled professionals in the field are rewarded with challenging opportunities.

This certificate is of particular interest to individuals who wish to enhance their ability to advance professionally and to those seeking the necessary knowledge and skills to make a career change into the graphic communications industry. Students may enroll directly into entry-level courses. No interview or portfolio is required.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, with minimum average of 60 percent, or equivalent, or mature student status with relevant professional experience.

## Certificate Requirements

The successful completion of seven courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CGCM 110 Graphic Communications: Introduction to Graphic Communications
- ▶ CGCM 120 Graphic Communications: Graphic Communications Processes 1
- ▶ CGCM 130 Graphic Communications: Design and Layout

## Electives (select three)

- ▶ CGCM 111 Graphic Communications: Graphic Communication Technologies
- ▶ CGCM 121 Graphic Communications: Graphic Communications Processes 2
- ▶ CGCM 210 Graphic Communications: Consumer Packaging
- ▶ CGCM 230 Graphic Communications: Typography
- ▶ CGCM 720 Graphic Communications: Magazine Production and Publishing
- ▶ CGCM 740 Graphic Communications: Accessibility for Graphic Communications
- ▶ CGRA 116 Graphic Communications: Estimating in the Graphic Arts
- ▶ CGRA 230 Graphic Communications: Selling in the Graphic Arts
- ▶ CGRA 320 Graphic Communications: Binding and Finishing I

## Advanced Standing

Students who successfully complete the Certificate in Graphic Communications, including the elective courses CGCM 111 and CGCM 121; one single-term Liberal Studies course from Table A (see the Ryerson Undergraduate Program Calendar at [ryerson.ca/calendar](http://ryerson.ca/calendar) for more information); and the three courses CMKT 100, CGMS 200, and CCMN 279, may be considered, subject to an interview and normal program admission criteria and procedures, for direct entry into the second year of the Graphic Communications Management degree program.

## Note to registered certificate program students

Effective Fall 2015, the Certificate in Graphic Communications has been revised. Students who were formally registered in the certificate prior to July 2, 2015, must complete the requirements in effect at the time of their registration.

# HEALTH INFORMATICS

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The demand for skilled workers in the field of Health Informatics is growing rapidly in response to the need to deliver less expensive and higher quality health care. Designed for Canadian and internationally educated professionals who have a background in health or information technology, the program allows you to choose courses that will give you the skills you need for this expanding field.

For detailed certificate and program information, please visit [ryerson.ca/ce/healthinformatics](http://ryerson.ca/ce/healthinformatics).

**Academic Coordinator:** Pria Nippak, [pnippak@ryerson.ca](mailto:pnippak@ryerson.ca)

## Admission Criteria

Eligible applicants must have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status, and a minimum of one years' related professional experience in the health or information technology sectors.

## Admission Application

Students seeking admission to this program are required to complete an application for pre-approval and submit it to the academic coordinator. To obtain an application, visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents. The completed application, together with transcripts, may be presented to the academic coordinator during the Open House, or mailed to the address on the form.

## Certificate Requirements

The successful completion of eight courses (four required courses and four electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CHIM 305 Health Information Management: Introduction to Health Informatics
- ▶ CHIM 306 Health Information Management: Healthcare Interoperability
- ▶ CHIM 307 Health Information Management: Human-Computer Interfaces in Healthcare
- ▶ CHSM 301 Health Services Management: The Healthcare Systems



**I still have great work-life balance and actually enjoy my weekly assignments. I had some fears about the differences between online courses and the traditional in-class model, but the instructors have been superb and very supportive. I also enjoy collaborating and interacting with fellow health care professionals. It provides opportunities to see what others in the field are doing, and has even given me ideas on how I can effect change in my own workplace.**

Daniel Smith  
Learner, Health Informatics

## Electives (select four)

Students should select either CHIM 300 or CHSM 305, but not both, as they contain similar content.

Students should select CMHR 405 if they wish to pursue CMHR 650 as CHSM 437 does not provide a prerequisite for CMHR 650.

- ▶ CHIM 300 Health Information Management: Managing Health Information Services
- ▶ CHIM 301 Health Information Management: Healthcare Information Analysis
- ▶ CHIM 404 Health Information Management: Health Economics
- ▶ CHIM 405 Health Information Management: Issues in Health Information Management
- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 437 Health Services Management: Human Resources Management in Healthcare
- ▶ CITM 207 Information Technology Management: Computer-Enabled Problem Solving
- ▶ CITM 301 Information Technology Management: IT Infrastructure
- ▶ CITM 305 Information Technology Management: Systems Analysis and Design
- ▶ CITM 410 Information Technology Management: Business Process Design
- ▶ CITM 500 Information Technology Management: Data and Information Management
- ▶ CITM 505 Information Technology Management: Managing Information Systems
- ▶ CITM 750 Information Technology Management: IS Project Management
- ▶ CLAW 401 Law: Information Access and Privacy Protection
- ▶ CLAW 402 Law: Health Information Access and Privacy
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 650 Human Resources: Management of Change

## Note to registered certificate program students

### Required Courses

CHIT 100, CHIT 201, and CHIT 300 deleted.

CHIM 305, CHIM 306, and CHIM 307 added.

### Electives

CZLW 100 and CZLW 110 deleted.

CLAW 401 and CLAW 402 added.

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Health Informatics** requires completion of three courses: CHIM 305, or CHIM 306, or CHIM 307, or CLAW 402.

See page 124 for more information.

# HEALTH SERVICES MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program provides management education for the health service industry both now and in the foreseeable future. This program provides an opportunity for current and potential health care managers to increase their knowledge and skills in significant aspects of health service provision. Many of the courses in the Health Services Management certificate program qualify for exemptions in the part-time degree completion program in Health Services Management (see the Ryerson Undergraduate Part-Time Degree Studies Calendar at [ryerson.ca/calendar](http://ryerson.ca/calendar) for more information).

**Academic Coordinator:** Jim Tiessen, [jhtiessen@ryerson.ca](mailto:jhtiessen@ryerson.ca)

## Admission Criteria

Eligible applicants must have the following:

OSSD with six Grade 12 U or M credits or equivalent; OR mature student status; OR a Community College diploma in a related health services field.

## Admission Application

Students seeking admission to this program are required to complete an application for pre-approval and submit it to the academic coordinator. To obtain an application, visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents. The completed application, together with transcripts, may be presented to the academic coordinator during the Open House, or mailed to the address on the form.

## Certificate Requirements

The successful completion of nine courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. Up to four course credits may be granted on the basis of courses successfully completed at other institutions.

## Required Courses (select six)

Students may only select one of CHSM 407 or CVNU 321.

Students who wish to progress to the degree program should take CHSM 407.

Students seeking the certificate only may take CVNU 321, which has no prerequisite.

- ▶ CCMN 279 Communication: Introduction to Professional Communication
- ▶ CHSM 301 Health Services Management: The Healthcare Systems
- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 407 Health Services Management: Financial Management
- ▶ CHSM 437 Health Services Management: Human Resources Management in Healthcare

- ▶ CLAW 326 Law: Law for Health Managers
- ▶ CVNU 321 Nursing: Financial Management

## Electives (select three)

- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 307 Health Services Management: Principles of Long Term Care Service Del.
- ▶ CHSM 308 Health Services Management: Project Management - Long Term Care
- ▶ CHSM 309 Health Services Management: Trends in Long Term Care Service Delivery
- ▶ CHSM 310 Health Services Management: Institutional Structure
- ▶ CHSM 408 Health Services Management: Program Planning and Evaluation
- ▶ CHSM 417 Health Services Management: Research Methodology

## Note to registered certificate program students

### Required Courses

CHSM 326 deleted.

CLAW 326 added.

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Health Services Management** requires completion of CHSM 305, CHSM 306, and CHSM 437.

See page 125 for more information.

# HEALTH STUDIES

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

The Certificate in Health Studies is comprised of specially selected courses from other health-related Chang School certificate programs, such as Health Informatics, Health Services Management, Ethics, Psychology, and Gerontology. It provides a diverse set of courses that can fill gaps in your knowledge and skill set. If you are looking for depth in a particular area of study, you may instead choose to take the appropriate other health-related certificate. The Health Studies certificate will provide flexibility to choose courses that meet your professional development needs while allowing the opportunity to earn a certificate.

Through five elective courses in specialized streams of Health Informatics, Health Services Management, Health Ethics, Gerontology, and Psychology, learners are free to choose their own selection to equip them with specific knowledge pertinent to their personal goals or professional interests.

**Academic Coordinator:** Pria Nippak, [pnippak@ryerson.ca](mailto:pnippak@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six OAC credits or Grade 12 U or M credits, or equivalent, or mature student status. Completion of the professional development award will qualify students for entry into the certificate.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Course

- ▶ CHSM 301 Health Services Management: The Healthcare Systems

## Electives (select five)

Students select a total of five electives from one or more of the five streams.

### Open to all streams

Students may only select one of CCMN 279 or CCMN 314.

- ▶ CCMN 279 Communication: Introduction to Professional Communication
- ▶ CCMN 314 Communication: Professional Presentations

### Health Informatics Stream

- ▶ CHIM 305 Health Information Management: Introduction to Health Informatics
- ▶ CHIM 306 Health Information Management: Healthcare Interoperability
- ▶ CHIM 307 Health Information Management: Human-Computer Interfaces in Healthcare
- ▶ CLAW 402 Law: Health Information Access and Privacy

### Health Services Management Stream

- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 330 Health Services Management: Managerial Epidemiology for Healthcare
- ▶ CHSM 437 Health Services Management: Human Resources Management in Healthcare
- ▶ CKPM 202 Project Management: Fundamentals of Project Management



### *Health Ethics Stream*

Students may only select one of CPHL 302 or CPHL 509.

- ▶ CPHL 302 Philosophy: Ethics and Health Care
- ▶ CPHL 334 Philosophy: Ethics in Professional Life
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management
- ▶ CPHL 509 Philosophy: Bioethics
- ▶ CPHL 602 Philosophy: Health Policy: Ethics and Justice

### *Gerontology Stream*

- ▶ CINT 904 Interdisciplinary Studies: Health Promotion and Community Development
- ▶ CVGE 140 Gerontology: Aging and the Individual
- ▶ CVGE 141 Gerontology: Aging and Society

### *Psychology Stream*

Students may only select one of CPSY 102 or CPSY 105.

- ▶ CPSY 102 Psychology: Introduction to Psychology I
- ▶ CPSY 105 Psychology: Perspectives in Psychology
- ▶ CPSY 325 Psychology: Psychological Disorders
- ▶ CPSY 605 Psychology: Psychology of Health and Health Care
- ▶ CPSY 607 Psychology: Drugs and Human Behaviour
- ▶ CPSY 802 Psychology: Death, Dying and Bereavement
- ▶ CPSY 805 Psychology: Adjustment, Stress and Coping
- ▶ CPSY 808 Psychology: Community Psychology

## **Note to registered certificate program students**

### *Electives (Health Informatics Stream)*

CHIT 100, CHIT 201, CHIT 300, and CZLW 110 deleted.  
CHIM 305, CHIM 306, CHIM 307, and CLAW 402 added.

## **Professional Development**

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Health Ethics** requires completion of three courses: (CPHL 302 or CPHL 509), or CPHL 334, or CPHL 444, or CPHL 602.

**Professional Development Award: Health Informatics** requires completion of three courses: CHIT 100, or CHIT 201, or CHIT 300, or CLAW 402.

**Professional Development Award: Health Services Management** requires completion of CHSM 305, CHSM 306, and CHSM 437.

See pages 124-125 for more information.

# HUMAN RESOURCES MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program provides comprehensive education in current human resources management techniques. It is ideal for human resources management professionals who wish to expand or update their skills, and for those seeking employment in the human resources field.

Many of the courses in the Human Resources Management certificate program may qualify for exemptions in the Certified Human Resources Professional (CHRP) designation offered by the Human Resources Professionals Association (HRPA) ([hrpa.ca](http://hrpa.ca)).

For detailed certificate and program information, please visit [ryerson.ca/ce/hrmanagement](http://ryerson.ca/ce/hrmanagement).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status, with some experience in business.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. Up to three course credits may be granted on the basis of courses successfully completed at other institutions.

## Required Courses

- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 523 Human Resources: Human Resources Management

## Electives (select four)

- ▶ CLAW 529 Law: Employment and Labour Law
- ▶ CMHR 505 Human Resources: Organizational Behaviour II
- ▶ CMHR 522 Human Resources: Industrial Relations
- ▶ CMHR 600 Human Resources: Diversity and Inclusion in the Workplace
- ▶ CMHR 623 Human Resources: Recruitment and Selection (Staffing)
- ▶ CMHR 670 Human Resources: Special Topics in Org Behav and HR Mgmt
- ▶ CMHR 671 Human Resources: Human Resources Information Systems
- ▶ CMHR 711 Human Resources: Occupational Health and Safety
- ▶ CMHR 733 Human Resources: Training and Development
- ▶ CMHR 749 Human Resources: Compensation Management
- ▶ CMHR 849 Human Resources: Human Resources Planning

# IMAGE ARTS (WITH SPECIALIZATIONS IN FILM OR PHOTOGRAPHY STUDIES)

**Important Note:** The Specialization in New Media has been discontinued effective Fall 2015. Students formally registered in the Certificate in Image Arts with the Specialization in New Media prior to July 2, 2015, must complete the program requirements in effect at the time they registered. For further information, please contact the Academic Coordinator, Rhonda Abrams, at [rabrams@ryerson.ca](mailto:rabrams@ryerson.ca).

This certificate is designed to lead to careers in the film, photography, new media, communications, and cultural industries. Graduates should be capable of performing responsibly in these industries as professionals in both creative and managerial positions, and in undertakings ranging from the highly commercial to the artistic and experimental. The curriculum will also provide students with the necessary grounding to move on to advanced study in a variety of media-related academic and artistic disciplines.

This program provides a general background in design, art history, and cultural studies, along with professional specialization in the two areas of Film and Photography Studies. There is a strong link between theory and practice in each of these options.

Successful completion of the certificate in Film Studies or Photography Studies will make a student eligible to apply for admission to the second year of the related Image Arts degree program, subject to space availability and competition. These students will also be required to take the appropriate Liberal Studies courses.

For detailed certificate and program information, please visit [ryerson.ca/ce/imagearts](http://ryerson.ca/ce/imagearts).

**Film Studies Coordinator:** James Warrack, [jwarrack@ryerson.ca](mailto:jwarrack@ryerson.ca)

**Photography Studies Coordinator:** Dennis Miles, [dmiles@ryerson.ca](mailto:dmiles@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English), or equivalent, with a minimum average of 60 percent, or mature student status with relevant professional experience.

## Certificate Requirements

The successful completion of eight single-term (or equivalent) courses is required for the certificate, as listed in each option. Students must achieve a cumulative grade point average of 1.67 or higher to graduate.

## Equipment/Facilities Use

Please note that equipment and facilities use outside of class time will not be provided. Extra time may be purchased.

## Required Courses

- ▶ CMPC 101 Combined Media: Visual Studies I
- ▶ CMPC 103 Combined Media: Art and the Classical Tradition
- ▶ CMPC 201 Combined Media: Concepts and Theories
- ▶ CMPC 203 Combined Media: Art in the Modern World

This certificate offers specializations in either Film Studies or Photography Studies. Students must fulfill the requirements of one of these two areas as listed below.

## Specialization in Film Studies

- ▶ CDMP 117 Film Studies: Film Technology I
- ▶ CDMP 118 Film Studies: Film and Sound Editing I
- ▶ CDMP 129 Film Studies: Motion Picture Production I

## Specialization in Photography

- ▶ CDFP 328 Photography: Photography Production I
- ▶ CDFP 329 Photography: Photography Production II
- ▶ CDFP 333 Photography: Photography and Digital Imaging
- ▶ CDFP 358 Photography: Photography and the Web

## Note to registered certificate program students

The Specialization in New Media has been discontinued effective Fall 2015; however, the courses will continue to run for the 2015/2016 academic year in order to allow students to complete their certificate requirements. For further information, please contact the Academic Coordinator, Rhonda Abrams, at [rabrams@ryerson.ca](mailto:rabrams@ryerson.ca).

# INFORMATION SYSTEMS MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Virtually every type of business today relies on information technology. Whether banking online, ordering a pizza, monitoring patients in a hospital, or publishing a newspaper, organizations must develop systems that serve their customers and help them succeed. Computers, the Internet, wireless communications, databases – all are forms of information technology which are used to collect, analyze, and share information. Information systems management examines how this technology can be used effectively in an ever-changing business context. Courses focus on how to develop and manage information systems to meet the strategic needs of business and government. This certificate stands alone as an introduction to the IT management field, but it also provides a smooth transition either to another more specialized certificate or to the Business Technology Management degree program. The number of eligible courses that can be used towards the degree will depend on the curriculum in effect at the time of admission to the degree program.

For further information about the program, please contact The Chang School at 416.979.5035, or attend a Program Open House.

For detailed certificate and program information, please visit [ryerson.ca/ce/itm](http://ryerson.ca/ce/itm).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

Students may only select one of CITM 100 or CITM 102.

- ▶ CITM 100 Information Technology Management: Foundations of Information Systems
- ▶ CITM 102 Information Technology Management: Business Information Systems I
- ▶ CITM 207 Information Technology Management: Computer-Enabled Problem Solving
- ▶ CITM 305 Information Technology Management: Systems Analysis and Design
- ▶ CITM 410 Information Technology Management: Business Process Design

## Electives (select two)

- ▶ CITM 200 Information Technology Management: Fundamentals of Programming
- ▶ CITM 301 Information Technology Management: IT Infrastructure
- ▶ CITM 350 Information Technology Management: Concepts of e-Business
- ▶ CITM 407 Information Technology Management: Info Tech, Ethics and Society
- ▶ CITM 500 Information Technology Management: Data and Information Management
- ▶ CITM 750 Information Technology Management: IS Project Management

## Note to registered certificate program students

### Required Courses

CITM 102 added.

# FUNDAMENTALS OF INTERIOR DESIGN

Interior designers work in a dynamic, imaginative, and complex industry combining technological knowledge with artistic vision. This certificate is intended for individuals interested in the fundamentals of interior design:

- ▶ those who are considering interior design as a possible career and are prepared to enter a full-time interior design program upon completion of the certificate
- ▶ those who have a general interest in interior design

Students should be aware that professional interior designers require membership in the Association of Registered Interior Designers of Ontario ([arido.ca](http://arido.ca)). Membership is extended only to graduates of degree and diploma programs in recognized schools of interior design who have several years' experience and who successfully complete the Association's qualifying examinations.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English and Mathematics), with a minimum average of 60 percent, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of seven courses (four required courses and three electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate. In determining the order of courses within the program, students should note carefully the prerequisite requirements listed with each course.

## Required Courses

- ▶ CDID 150 Interior Design: Design Theory
- ▶ CDID 151 Interior Design: Interior Design I: Drafting
- ▶ CDID 152 Interior Design: Interior Design I: Space Planning
- ▶ CIRC 112 Interior Design: Communications I

## Electives (select three)

- ▶ CDID 153 Interior Design: Interior Materials and Finishes
- ▶ CDID 155 Interior Design: Design Dynamics I: Portfolio I
- ▶ CDID 157 Interior Design: Kitchen and Bathroom Design
- ▶ CIRC 113 Interior Design: Communications II
- ▶ CIRH 101 Interior Design: History of Design I

### Intensive Spring/Summer Program

Students have the opportunity to obtain the Certificate in Fundamentals of Interior Design in an intensive format during the Spring/Summer term. This unique fast-track program covers all four required courses plus three electives.

**CDID 999 Interior Design Intensive** – For further information, visit [ryerson.ca/ce/calendar](http://ryerson.ca/ce/calendar).

# LANDSCAPE DESIGN

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Landscape Design combines the fields of art, science, and humanities. Landscape designers focus on designing and restoring sustainable public and private outdoor spaces. Their services are sought in the residential, commercial, and public sectors.

Whether you are just beginning or continuing your education in Landscape Design, this certificate offers an excellent education in the fundamental components that comprise the field of landscape design. Through course offerings, you will learn how to analyze, plan, design, manage, and sustain the built and natural environment.

Courses are offered in a combination of lectures, field trips, studios, seminars, and other interactive learning opportunities. Our distance education courses continue to be developed and are available on the Internet.

For detailed certificate and program information, please visit [ryerson.ca/ce/landscape](http://ryerson.ca/ce/landscape).

**Acting Academic Coordinator:** Sam Benvie, [sbenvie@ryerson.ca](mailto:sbenvie@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

A post-secondary undergraduate education (university or college) in a relevant field of study including programs related to architecture and or environmental sciences or mature student status with relevant work experience.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

The order in which the required courses are taken should be considered carefully so as to meet the prerequisites for the desired elective courses.

- ▶ CKLA 300 Landscape Design: Landscape Design Communications and Theory
- ▶ CKLA 310 Landscape Design: Landscape Construction, Materials and Methods
- ▶ CKLA 320 Landscape Design: Plant Materials
- ▶ CKLA 330 Landscape Design: Landscape Design Studio

## Electives (select two)

- ▶ CKLA 400 Landscape Design: Ecology and Sustainable Landscapes
- ▶ CKLA 410 Landscape Design: Horticultural Science
- ▶ CKLA 420 Landscape Design: Art and Management of Planting Design
- ▶ CKLA 430 Landscape Design: Making and Meaning of Landscapes
- ▶ CKLA 440 Landscape Design: Landscape Design LANDWorksCAD PRO
- ▶ CKLA 450 Landscape Design: Landscape Restoration

## Alternative Formats of Instruction

A number of courses in this program are available in a variety of alternative accelerated formats, beyond the typical 13-week, one evening per week class. Classes may be offered two evenings a week for six weeks; three evenings a week for four weeks; or every day for a full week. Please refer to specific course descriptions to see which formats the courses will be offered in during each term.

# LEADERSHIP IN ORGANIZATIONS

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Organizational leadership and management skills are critical to success in business, in the voluntary sector, community services, and any profession where you must achieve results through others. The Certificate in Organizational Leadership will help you develop the ability to influence, motivate, and enable others to contribute towards the effectiveness and success of your organization. Upon completion of this certificate, you will be able to apply leadership knowledge and skills to any job, in any sector.

For detailed certificate and program information, please visit [ryerson.ca/ce/orgleaders](http://ryerson.ca/ce/orgleaders).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U, including Grade 12 U or M credits, or equivalent, or mature student status with relevant work experience.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 640 Human Resources: Leadership

## Electives (select four)

- ▶ CMHR 505 Human Resources: Organizational Behaviour II
- ▶ CMHR 638 Human Resources: Leaders as Coaches and Mentors
- ▶ CMHR 650 Human Resources: Management of Change
- ▶ CMHR 700 Human Resources: Cross-Cultural Dimensions of Organizational Behaviour
- ▶ CMHR 721 Human Resources: Negotiation and Conflict Resolution
- ▶ CMHR 741 Human Resources: Managing Interpersonal Dynamics
- ▶ CMHR 841 Human Resources: Organization Theory and Design
- ▶ CMHR 850 Human Resources: Organization Development

# LIGHTING DESIGN

This multidisciplinary certificate is designed to provide students with the broad knowledge base and wide range of skills required as professionals in the lighting industry. Changes are taking place in the lighting industry, largely centred around increased legislative acts limiting energy budgets for new construction, retrofitting and the need for designing buildings which are environmentally responsible and ergonomically sound, and with enhanced vision for health and safety. New information is available, new technologies have been developed, new methodologies exist, and new questions are emerging as the building industry works toward an integration of architecture, engineering and resource management, and the concerns for health and safety are moved to the forefront in design.

The Certificate in Lighting Design is of particular interest to those persons who are seeking to enhance their knowledge and skill in the art and science of lighting design and who are degree graduates of one of either Architecture or Landscape Architecture, Engineering, Interior Design, or Theatre Design and Production.

Graduates of other programs such as Business, Fashion, and Radio and Television Arts, or individuals without degrees, but with a satisfactory level of education and experience in the lighting industry, may also be eligible with the approval of the academic coordinator.

For detailed certificate and program information, please visit [ryerson.ca/ce/lxdesign](http://ryerson.ca/ce/lxdesign).

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree or mature student status with related professional experience and education.

## Course Prerequisites

Successful completion of all stated prerequisites is required for registration in a course. Students who register in a course without successful completion of the prerequisites will be required to withdraw.

## Certificate Requirements

The certificate will require the completion of seven courses, with a cumulative grade point average of 1.67 or higher.

## Required Courses

- ▶ CDID 501 Lighting Design: Lighting Fundamentals
- ▶ CDID 502 Lighting Design: Human Factors in Lighting
- ▶ CDID 503 Lighting Design: Introduction to Lighting Design
- ▶ CDID 504 Lighting Design: Lighting Energy Management
- ▶ CDID 550 Lighting Design: Introduction to Daylighting Design
- ▶ CDID 551 Lighting Design: Advanced Lighting Design

## Electives (select one)

- ▶ CDID 552 Lighting Design: Entertainment Lighting Design
- ▶ CDID 553 Lighting Design: Lighting Design Practicum
- ▶ CDID 554 Lighting Design: Lighting Research Practicum



# MAGAZINE AND WEB PUBLISHING

The Certificate in Magazine and Web Publishing is designed to provide essential knowledge and skills in all aspects of producing a magazine, from management through writing to editing to ad sales, circulation, and production. Students in the certificate come from various backgrounds:

- ▶ those planning a career in the web publishing or magazine industry, either staff or freelance
- ▶ those working at a magazine or website, large or small, and looking to sharpen the skills they use in their job and/or broaden their knowledge of the other disciplines within their company
- ▶ those thinking of starting up their own magazine or website

Instructors with extensive experience, all of whom currently work in the field, offer professional-level teaching that combines a solid theoretical base with practical training.

Magazines Canada recognizes the high level of quality and professionalism that Ryerson brings to its Magazine and Web Publishing certificate program.

For detailed certificate and program information, please visit [ryerson.ca/ce/magazine](http://ryerson.ca/ce/magazine).

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree, or mature student status with acceptable professional experience in publishing or a related field. You may take individual courses without pursuing the certificate.

## Certificate Requirements

The successful completion of seven 39-hour courses, or the equivalent, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

Courses need not be taken in any particular order.

- ▶ CDJN 112 Magazine and Web Publishing: Magazine and Website Publishing
- ▶ CDJN 113 Magazine and Web Publishing: Magazine and Website Editing

## Electives (five 39-hour courses or equivalent combination of electives totalling 195 hours)

### 39-Hour Courses

- ▶ CDJN 116 Magazine and Web Publishing: Introduction to Magazine Design
- ▶ CDJN 117 Magazine and Web Publishing: Writing for Magazines and the Web
- ▶ CDJN 118 Magazine and Web Publishing: Advanced Feature Writing
- ▶ CDJN 119 Magazine and Web Publishing: Magazine Copy Editing
- ▶ CDJN 205 Magazine and Web Publishing: Magazine Production

### 19.5-Hour Courses

Students may substitute two of the following 19.5-hour courses for any of the above 39-hour electives.

- ▶ CDJN 120 Magazine and Web Publishing: Magazine Fact-Checking and Research
- ▶ CDJN 121 Magazine and Web Publishing: Magazine Packaging
- ▶ CDJN 122 Magazine and Web Publishing: Advanced Magazine Editing
- ▶ CDJN 123 Magazine and Web Publishing: Success as a Freelancer
- ▶ CDJN 124 Magazine and Web Publishing: The Art of Pitching
- ▶ CDJN 201 Magazine and Web Publishing: Magazine Advertising Sales and Marketing
- ▶ CDJN 202 Magazine and Web Publishing: Magazine Marketing and Circulation
- ▶ CDJN 204 Magazine and Web Publishing: Layout Software for Magazine Editors
- ▶ CDJN 206 Magazine and Web Publishing: Creating Website Editorial
- ▶ CDJN 207 Magazine and Web Publishing: The Online Publishing Toolkit
- ▶ CDJN 208 Magazine and Web Publishing: Ad Sales on the Web

# MEDIA WRITING FUNDAMENTALS

Students will receive a thorough overview of all the various forms of writing for the electronic media, including dramatic writing, commercial writing, and writing for factual programs. Practical assignments will be supported by theoretical material that provides fundamental instruction in dramatic theory and marketing theory, and will provide both a context and a critical lens through which students may view their written work.

For detailed certificate and program information, please visit [ryerson.ca/ce/rt](http://ryerson.ca/ce/rt).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M courses, including OAC English or Grade 12 U English (ENG4U) with a minimum grade of 70 percent or higher, or mature student status.

## Admission Application

Students seeking admission to this program are required to complete an application for pre-approval. To obtain an application, visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents, or call 416.979.5035. Completed application forms along with all of the appropriate documentation should be taken to the Program Open House. Incomplete applications will not be considered.

Students not wishing to complete the Certificate in Media Writing Fundamentals may take individual courses from the certificate program for general interest and the application process is not necessary.

## Certificate Requirements

The successful completion of seven courses (two required courses plus five electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate. The order in which the required courses are taken should be considered carefully so as to meet the prerequisites for the desired elective courses.

## Required Courses

The order in which the required courses are taken should be considered carefully so as to meet the prerequisites for the desired elective courses.

- ▶ CRTA 102 Broadcasting and Media Production: Creative Processes
- ▶ CRTA 212 Broadcasting and Media Production: Media Writing

## Electives (select five)

- ▶ CDMP 125 Film Studies: Fiction Screenwriting
- ▶ CDMP 126 Film Studies: Non-Fiction Screenwriting
- ▶ CRTA 941 Broadcasting and Media Production: Dramatic Writing
- ▶ CRTA 942 Broadcasting and Media Production: Advertising Copywriting
- ▶ CRTA 943 Broadcasting and Media Production: Comedy Writing
- ▶ CRTA 944 Broadcasting and Media Production: Writing for Animation
- ▶ CRTA 945 Broadcasting and Media Production: Writing for Factual and Reality Programs

# MENTAL HEALTH AND ADDICTIONS

This certificate program provides a comprehensive curriculum in mental health and addictions to individuals requiring knowledge in the area in dealing with employees, clients, family members, and friends through their places of employment, volunteer activities, or personal situations. Building on a foundation of psychological concepts, the curriculum comprising degree-level courses acquaints students with the various perspectives describing and understanding mental health, mental health disorders and addictions, and interventions, including assessment, treatment, and self-help strategies within individual, group, family, and community contexts.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or three years of experience in business, community service, or industry.

## Certificate Requirements

The successful completion of 10 course credits, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CPSY 102 Psychology: Introduction to Psychology I
- ▶ CPSY 202 Psychology: Introduction to Psychology II
- ▶ CPSY 215 Psychology: Psychology of Addictions
- ▶ CPSY 325 Psychology: Psychological Disorders

## Electives (select a total of six courses)

### *Electives – Group A (select at least two)*

- ▶ CPSY 214 Psychology: Psychopharmacology
- ▶ CPSY 324 Psychology: Biological Psychology
- ▶ CPSY 335 Psychology: Clinical Psychology
- ▶ CPSY 607 Psychology: Drugs and Human Behaviour

### *Electives – Group B (select two to four)*

- ▶ COPS 250 Psychology: Independent Study
- ▶ CPSY 300 Psychology: Psychology and Law
- ▶ CPSY 302 Psychology: Child Development
- ▶ CPSY 412 Psychology: Human Brain Circuitry
- ▶ CPSY 602 Psychology: Developmental Psychopathology
- ▶ CPSY 605 Psychology: Psychology of Health and Health Care
- ▶ CPSY 620 Psychology: Psychology of Immigration
- ▶ CPSY 621 Psychology: Psychology of Human Sexuality
- ▶ CPSY 802 Psychology: Death, Dying and Bereavement
- ▶ CPSY 805 Psychology: Adjustment, Stress and Coping
- ▶ CPSY 806 Psychology: Behaviour Modification
- ▶ CPSY 808 Psychology: Community Psychology

# MINING MANAGEMENT

This certificate program will provide students with additional competencies in natural resource development, financing, and value creation in the mining industry. This 234-hour, post-baccalaureate certificate is designed to provide employable skills and act as a direct channel for students to access a large and growing sector of the Canadian economy. It addresses sustainability in the context of corporate social responsibility, exploration and development operations, risk factors, the reporting of these findings, and managerial strategies in the mining sector.

For detailed certificate and program information, please visit [ryerson.ca/ce/mining](http://ryerson.ca/ce/mining).

## Admission Criteria

Eligible applicants must have the following:

An undergraduate degree with a GPA of 1.67

AND

Five years of professional experience in a relevant field

## Admission Application

Students seeking admission to this program are required to complete an application for pre-approval and submit it to the academic coordinator. To obtain an application, visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents. The completed application, together with transcripts, may be presented to the academic coordinator during the Open House, or mailed to the address on the form.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CZMM 403
- ▶ CZMM 420
- ▶ Electives (three selections)
- ▶ CZMM 500

## Required Courses

- ▶ CZMM 403 Mining Management: CSR, Sustainability, and Mining
- ▶ CZMM 420 Mining Management: Resource Valuation, Financing, and Investor Relations
- ▶ CZMM 500 Mining Management: Corporate Strategy in the Mining Sector

## Elective Courses (select three)

- ▶ CZMM 411 Mining Management: Exploration and Development Operations
- ▶ CZMM 421 Mining Management: Risk Management and the Mining Sector
- ▶ CZMM 422 Mining Management: Mining Management Accounting
- ▶ CZMM 430 Mining Management: Mining in the Global Environment



**Ryerson's approach brings together professionals who are taught to integrate the financial and operational aspects of this highly complex industry. This is critically important for managers where economic, social, and environmental sustainability are key elements of the business, whether at home or abroad.**

Dr. Philip Walsh, P.Geol  
Program Advisory Council, Mining Management  
Associate Professor, Entrepreneurship and Strategy,  
Ted Rogers School of Management

# MUSIC: GLOBAL AND CULTURAL CONTEXTS

The Certificate in Music: Global and Cultural Contexts explores musical creation in all of its rich diversity. Students will learn about the complexities of music from around the globe, from ancient times until the modern age. Through concrete study of the ways in which music reflects and responds to its shifting cultural, social, political, and historical environments, students will hone skills in critical thinking, analysis, and writing. The program will be well-suited to students with broad interest in the study and practice of music for personal enrichment, academic progress, or professional development.

**Academic Coordinator:** Kristin Force, [kforce@ryerson.ca](mailto:kforce@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English) with a minimum grade of 70 percent, or equivalent, or mature student status with relevant work experience.

## Certificate Requirements

The successful completion of six courses (three required courses and three electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: CMUS 101 and/or CMUS 106; Electives – Group A (one or two selections); and Electives – Group B (three selections).

## Required Courses

Students may only select one or both of the following courses. If only one course is taken, then two selections must be made from Electives – Group A.

- ▶ CMUS 101 Music: Intro to World and Early European Music
- ▶ CMUS 106 Music: The Architecture of Music

## Electives – Group A (select one or two)

- ▶ CMUS 105 Music: Voices Without Borders: Global Chorus
- ▶ CMUS 211 Music: Music Cultures of the City
- ▶ CMUS 401 Music: Music, Religion and Spirituality
- ▶ CMUS 501 Music: Traditional Musics of the World

## Electives – Group B (select three)

- ▶ CMUS 201 Music: Introduction to Classical Music
- ▶ CMUS 303 Music: Global Guitar
- ▶ CMUS 505 Music: Popular Music and Culture
- ▶ CRTA 180 Media Studies: Music and Film
- ▶ CRTA 183 Media Studies: Rhythm, Beat and Groove
- ▶ CRTA 406 Media Studies: Chinese Instrumental Music
- ▶ CRTA 530 Media Studies: Chinese Music

## Note to registered certificate program students

### *Electives – Group B*

CMUS 110, CMUS 403, CMUS 406, and CMUS 506 deleted.  
CRTA 180, CRTA 183, CRTA 406, and CRTA 530 added.

# NEWS STUDIES

This certificate program is designed to provide students with a thorough understanding of how journalists gather, report, analyze, and explain what is considered “news.” It is of interest to those whose work intersects with journalists, media relations personnel, individuals interested in news and the media, and students interested in pursuing a career in communications.

For detailed certificate and program information, please visit [ryerson.ca/ce/newsstudies](http://ryerson.ca/ce/newsstudies).

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Sequence

Students are required to take the courses in the following sequence:

- ▶ CNNS 101
- ▶ Electives (five selections)

## Required Course

- ▶ CNNS 101 News Studies: Introduction to News Studies

## Electives (select five)

- ▶ CJRN 123 Journalism: Ethics and Law in the Practice of Journalism
- ▶ CJRN 401 Journalism: History of Journalism
- ▶ CJRN 404 Journalism: Journalism’s Best
- ▶ CJRN 412 Journalism: Documentary Survey
- ▶ CNNS 102 News Studies: Understanding Multimedia Journalism
- ▶ CNNS 500 News Studies: Journalism and the Arts
- ▶ CNNS 502 News Studies: Journalism and the World of Business
- ▶ CNNS 505 News Studies: Health and Science Journalism
- ▶ CNNS 512 News Studies: Reporting Sports

# NONPROFIT AND VOLUNTARY SECTOR MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Ryerson has created this distinctive, interdisciplinary certificate program in response to a growing demand for education that focuses on the specialized needs of the sector.

This program is the first undergraduate university certificate program in nonprofit sector management in Canada. It is affiliated with Ryerson's Centre for Voluntary Sector Studies, which provides a dynamic link to the sector through research, consultation, and educational programming. This unique program offers the following:

- ▶ an interdisciplinary curriculum pooling knowledge from three academic disciplines: business management, public administration, and social work
- ▶ a practical blend of theory and application taught by academics and practitioners
- ▶ a wide range of current and relevant courses covering key areas such as marketing, financial management, fundraising, advocacy, strategic planning, program evaluation, organizational management, and organizational change

Courses are available in a variety of formats including distance via the Internet.

## Who Will Benefit

- ▶ managers, staff, practitioners, and volunteers of nonprofit organizations
- ▶ those interested in pursuing careers in the nonprofit sector
- ▶ those interested in developing partnerships with nonprofit organizations

The certificate is affiliated with Ryerson University's Centre for Voluntary Sector Studies.

For detailed certificate and program information, please visit [ryerson.ca/ce/nonprofit](http://ryerson.ca/ce/nonprofit).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

## Certificate Requirements

The successful completion of eight single-term courses (four required courses and four electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

Students may only select one of CINP 902 or CINP 915.

- ▶ CINP 900 Nonprofit: Understanding the Nonprofit Sector
- ▶ CINP 901 Nonprofit: Developing Effective Organizations
- ▶ CINP 902 Nonprofit: Program Evaluation
- ▶ CINP 915 Nonprofit: Financial Management
- ▶ CINP 920 Nonprofit: Critical Issues in the Third Sector

## Electives (select four)

- ▶ CINP 902 Nonprofit: Program Evaluation
- ▶ CINP 910 Nonprofit: Strategic Planning
- ▶ CINP 911 Nonprofit: Advocacy and Governmental Relations
- ▶ CINP 912 Nonprofit: Marketing for Nonprofit Organizations
- ▶ CINP 913 Nonprofit: Leading Through Change
- ▶ CINP 914 Nonprofit: Issues of Diversity
- ▶ CINP 915 Nonprofit: Financial Management
- ▶ CINP 916 Nonprofit: NGOs and World Governance

## Note to registered certificate program students

### Required Courses

CINP 915 added.

### Electives

CINP 902 added.

# ADVANCED NURSING LEADERSHIP AND MANAGEMENT

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program is designed to meet the needs of nurses currently employed or aspiring to be employed in leadership and management roles within a health services setting. The program builds on the foundational leadership and management content encompassed by a baccalaureate degree; provides access to courses that will focus on students' main area of leadership and/or management interest; and provides students with the opportunity to apply newly acquired knowledge to a practical leadership and/or management issue. **Academic Coordinator:** Nancy Purdy, [npurdy@ryerson.ca](mailto:npurdy@ryerson.ca) or 416.979.5000, ext. 2020. For detailed certificate and program information, please visit [ryerson.ca/ce/nursingleaders](http://ryerson.ca/ce/nursingleaders).

## Admission Criteria

Students seeking admission to this certificate program must be Registered Nurses (RN) who are registered with the professional governance body of their jurisdiction. They must hold a Canadian undergraduate degree in Nursing (BScN) or equivalent degree. Students seeking admission to this program are required to complete an application for pre-approval and submit it to the academic coordinator before registering in their first course. Complete an application via the online eligibility form available on the Admission and Registration page of the program website at [ryerson.ca/ce/nursingleaders](http://ryerson.ca/ce/nursingleaders). An individual consultation with a program advisor is required in order to assist students in selecting both a focus for the certificate and appropriate electives. Contact the Nursing program advisors at [cenurse@ryerson.ca](mailto:cenurse@ryerson.ca) or 416.979.5000, ext. 4775.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: CVNU 360; Electives – Group A (select one); Electives – Group B (select one or two); Electives – Group C (select one or two); CVNU 370.

## Required Courses

- ▶ CVNU 360 Nursing: Advanced Leadership and Management
- ▶ CVNU 370 Nursing: Change and Innovation

## Electives (select a total of four courses)

*Electives – Group A: Program Planning and Evaluation (select one)*

- ▶ CHSM 408 Health Services Management: Program Planning and Evaluation
- ▶ CIMP 902 Nonprofit: Program Evaluation
- ▶ CINT 900 Interdisciplinary Studies: Program Planning and Evaluation Strategies
- ▶ CPPA 402 Politics and Public Administration: Program Planning and Evaluation

*Electives – Group B: Leadership (select one or two)*

- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CINT 907 Interdisciplinary Studies: Team Work for Community Services

- ▶ CINT 911 Interdisciplinary Studies: International Community Development
- ▶ CMHR 505 Human Resources: Organizational Behaviour II
- ▶ CMHR 638 Human Resources: Leaders as Coaches and Mentors
- ▶ CMHR 741 Human Resources: Managing Interpersonal Dynamics

*Electives – Group C: Management (select one or two)*

- ▶ CHIM 300 Health Information Management: Managing Health Information Services
- ▶ CHSM 301 Health Services Management: The Healthcare Systems
- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 307 Health Services Management: Principles of Long Term Care Service Del.
- ▶ CHSM 437 Health Services Management: Human Resources Management in Healthcare
- ▶ CIMP 915 Nonprofit: Financial Management
- ▶ CINT 920 Interdisciplinary Studies: Community Collaborations
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 203 Project Management: Planning and Scheduling
- ▶ CKPM 209 Project Management: Project Risk and Quality Management
- ▶ CLAW 326 Law: Law for Health Managers
- ▶ CMHR 650 Human Resources: Management of Change
- ▶ CMHR 721 Human Resources: Negotiation and Conflict Resolution
- ▶ CMHR 841 Human Resources: Organization Theory and Design
- ▶ CSWP 934 Social Work: Community Engagement Foundations
- ▶ CSWP 936 Social Work: Community Engagement Practices
- ▶ CVNU 321 Nursing: Financial Management

## Note to registered certificate program students

*Electives – Group C: Management*

CHSM 326 deleted.

CLAW 326 added.



# OCCUPATIONAL HEALTH AND SAFETY

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program in Occupational Health and Safety was developed in cooperation with the Ryerson School of Occupational and Public Health ([ryerson.ca/sophe](http://ryerson.ca/sophe)). This unique offering is designed especially for those currently involved in the field who wish to expand their knowledge and improve their skills. The program covers a wide range of perspectives, principles, and issues in the occupational health and safety field, and is applicable to all types of industry.

For detailed certificate and program information, please visit [ryerson.ca/ce/ohs](http://ryerson.ca/ce/ohs).

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits, or equivalent, or mature student status and extensive professional experience.

## Certificate Requirements

The successful completion of eight courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ COHS 208 Occupational Health: Occupational Health and Safety Law
- ▶ COHS 508 Occupational Health: Occupational Health
- ▶ COHS 608 Occupational Health: Hazard Recognition and Control
- ▶ COHS 718 Occupational Health: Systems Management I
- ▶ CVOH 217 Occupational Health: Measurement and Analysis
- ▶ CVOH 221 Occupational Health: Topics in Occupational Health and Safety

## Electives (select one)

- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ COHS 477 Occupational Health: Integrated Disability Management
- ▶ CPPA 101 Politics and Public Administration: Cdn Public Administration I: Institutions

*Note: Many of the courses are offered in an intensive format. See course descriptions for additional information.*



**The Chang School's Certificate in Occupational Health and Safety is the oldest program of its kind in Canada and it boasts graduates across the country. Students take our certificate to hone their skills as effective practitioners in the field of occupational health and safety and The Chang School delivers by covering a wide range of perspectives, principles, and issues in the field.**

Craig Fairclough  
Academic Coordinator, Occupational Health and Safety

# PHOTOGRAPHY STUDIES

Photography has become an important medium of communication in industry, sales and advertising, government, education, the press, and the arts; consequently, there has been a rise in the demand for properly trained and qualified personnel to work in these fields. This certificate program addresses these needs by offering a basic professional program of study in photography for those who wish to upgrade their present level of expertise, retrain or make a career change, establish their own business, improve opportunities for advancement or job placement in photography-related fields, or prepare for entrance into the degree program at an advanced level.

The courses in the certificate program are usually equivalent to one-half or one-quarter of similar courses in the undergraduate degree program. In some cases full credit for an undergraduate degree course may be granted by completing specific certificate courses (see course descriptions). Transfer Credit students will not be considered unless they have already taken the Image History, Image Theory, and Visual Studies courses.

For detailed certificate and program information, please visit [ryerson.ca/ce/photography](http://ryerson.ca/ce/photography).

## Individual Courses

Students not wishing to complete the Certificate in Photography Studies may take individual courses from the certificate program for general interest.

## Admission Criteria

It is recommended that applicants have the following:  
OSSD with six Grade 12 U or M credits (including English), with a minimum average of 60 percent, or equivalent, or mature student status with relevant professional experience.

## Advanced Standing

Mature students may be eligible on the basis of work experience in a relevant field. Applicants possessing higher qualifications will be considered for advanced standing on individual merits.

## Certificate Requirements

The successful completion of eight single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Equipment/Facilities Use

Please note that equipment and facilities use outside of class time will not be provided. Extra time may be purchased.

## Required Courses

- ▶ CDFP 328 Photography: Photography Production I
- ▶ CDFP 329 Photography: Photography Production II
- ▶ CDFP 391 Photography: History of Photography I

## Electives (select five)

- ▶ CDFP 320 Photography: Analog Photography
- ▶ CDFP 322 Photography: Photography for Ad Agencies
- ▶ CDFP 332 Photography: Digital Printing
- ▶ CDFP 333 Photography: Photography and Digital Imaging
- ▶ CDFP 358 Photography: Photography and the Web
- ▶ CDFP 367 Photography: Photoshop for Photographers
- ▶ CDFP 378 Photography: 20th Century Photography
- ▶ CDFP 381 Photography: Advanced Fashion Photography
- ▶ CDFP 382 Photography: Advanced Portrait Photography
- ▶ CDFP 389 Photography: Studio Lighting I
- ▶ CDFP 390 Photography: Studio Lighting II
- ▶ CDFP 392 Photography: Documentary Photography
- ▶ CDFP 398 Photography: History of Photography II
- ▶ CDFP 403 Photography: Creative Wedding Photography
- ▶ CDFP 404 Photography: Magazine/Editorial Photography
- ▶ CDFP 405 Photography: Architectural Photography
- ▶ CDFP 415 Photography: Studio Lighting III
- ▶ CFPN 532 Photography: Advanced Studio Lighting
- ▶ CFPN 536 Photography: Media Business Studies
- ▶ CFPN 539 Photography: The Human Figure
- ▶ CFPN 543 Photography: Historical Processes Workshops

## An Intensive, 12-Week Program

Students now have the opportunity to obtain the Certificate in Photography Studies over 12 intensive, 5-day weeks. This unique fast-track program covers all required production, technology, and studio courses.

**CDFP 999 Photography Studies Intensive** – For further information, visit [ryerson.ca/ce/photointensive](http://ryerson.ca/ce/photointensive).

# PROGRAM AND PORTFOLIO MANAGEMENT

Globalization has caused the market to become more competitive and organizations to become more complex. Both of these factors have created a demand for effective project, program, and portfolio management. This has been heightened by increased pressures presented by the recent economic downturn.

The goal of the Certificate in Program and Portfolio Management is to equip individuals who possess project management experience with the knowledge and skills required to successfully manage programs and portfolios. Inextricably partnered with this goal is that of providing reputable, university-level education which elevates the competency and relative desirability of certificate graduates in the field of project management.

For detailed certificate and program information, please visit [ryerson.ca/ce/ppm](http://ryerson.ca/ce/ppm).

**Academic Coordinator:** John Estrella, [jestrella@ryerson.ca](mailto:jestrella@ryerson.ca)

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree or equivalent;

OR

A post-secondary diploma or equivalent AND three years of professional work experience (i.e., full-time and paid employment in a corporate, government/NGO/military, academic/research, and/or not-for-profit setting);

OR

Five years of related full-time professional work experience AND the approval of the academic coordinator;

OR

Ryerson University's Certificate in Project Management or equivalent;

OR

Current standing as a Project Management Professional (PMP) by the Project Management Institute (PMI).

## Certificate Requirements

The successful completion of six credits (four required courses and six to eight electives (or 156 course hours)), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CKPP 110 Program and Portfolio Management: Overview of Program Management
- ▶ CKPP 120 Program and Portfolio Management: Overview of Portfolio Management
- ▶ CKPP 130 Program and Portfolio Management: Program and Portfolio Governance
- ▶ CKPP 140 Program and Portfolio Management: Organizational Strategy Through Projects

## Electives (select 156 hours)

### 19.5-Hour Courses

- ▶ CKPP 210 Program and Portfolio Management: Financial Measurements for Success
- ▶ CKPP 220 Program and Portfolio Management: Managing Programs and Projects Virtually
- ▶ CKPP 230 Program and Portfolio Management: Enterprise Risk Management
- ▶ CKPP 240 Program and Portfolio Management: Advanced Leadership Skills
- ▶ CKPP 250 Program and Portfolio Management: Leading Organizational Change
- ▶ CKPP 260 Program and Portfolio Management: Creating Balanced Portfolios
- ▶ CKPP 270 Program and Portfolio Management: Crisis Management and Program Recovery
- ▶ CKPP 280 Program and Portfolio Management: Global Program Management

### 39-Hour Courses

- ▶ CKPP 310 Program and Portfolio Management: Program and Portfolio Management Research
- ▶ CKPP 320 Program and Portfolio Management: Program and Portfolio Management Practicum

# PROJECT MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program in Project Management provides adult learners with an opportunity to acquire a level of knowledge and expertise that will permit them to contribute effectively to the management and the control of costs within any project environment. The program was developed in cooperation with the Project Management Institute, Southern Ontario Chapter.

For detailed certificate and program information, please visit [ryerson.ca/ce/pm](http://ryerson.ca/ce/pm).

## Certificate Streams

- ▶ Project Management (General)
- ▶ Architecture, Engineering, and Construction (AEC)
- ▶ Business and Information Management
- ▶ Community and Health Services Management

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent; persons lacking some of these requirements will be considered on an individual basis taking into account work-related experience and maturity.

## Certificate Requirements

The successful completion of eight single-term courses, earned in one of the following ways:

- ▶ five required core courses, two stream-specific courses, and one elective
- ▶ five required core courses and three courses from the general stream

Students must achieve a cumulative grade point average of 1.67 or higher to graduate.

## Recommended Sequence

Students are advised to take the courses in the following sequence: CKPM 202 or CITM 750, CKPM 203, CKPM 211, CKPM 212, CKPM 209. Students in the Business and Information Management stream are advised to take CITM 305 and CITM 410 first.

## Suggested Textbooks and Readings

Visit the website at [ryerson.ca/ce/pm](http://ryerson.ca/ce/pm) for a list of textbooks and readings that may be used for all six Project Management Intensive courses. Please be aware that this list is subject to change. A finalized list will be presented on the first day of class.

## Required Courses

### Core Program, Introductory Required Course

*Note: Students must choose either CKPM 202 or CITM 750. Students who plan to pursue the ITM degree should take CITM 750, as CKPM 202 is not a degree credit and cannot be used towards the ITM degree.*

- ▶ CITM 750 Information Technology Management: IS Project Management
- ▶ CKPM 202 Project Management: Fundamentals of Project Management

### Core Program, Required Courses

- ▶ CKPM 203 Project Management: Planning and Scheduling
- ▶ CKPM 209 Project Management: Project Risk and Quality Management
- ▶ CKPM 211 Project Management: Leadership in Project Management
- ▶ CKPM 212 Project Management: Project Cost and Procurement Management

## Select one option below:

### Option 1: Project Management General Stream, Required Courses

Note: Students may substitute one of the following courses with one 39-hour course from 'Electives – All Streams'.

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 308 Health Services Management: Project Management - Long Term Care
- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CITM 505 Information Technology Management: Managing Information Systems
- ▶ CKPM 207 Project Management: Project Management Systems
- ▶ CKPM 217 Project Management: Agile Project Management
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills

### Option 2: Architecture, Engineering, and Construction Stream, Required Courses

- ▶ CKPM 213 Project Management: Management of Projects in the AEC
- ▶ CKPM 214 Project Management: Project Development and Control

### Option 3: Business and Information Management Stream, Required Courses

Note: Students in this stream should take CITM 305 and CITM 410 first, then take CITM 750 or CKPM 202, followed by the required courses in the core program.

- ▶ CITM 305 Information Technology Management: Systems Analysis and Design
- ▶ CITM 410 Information Technology Management: Business Process Design

### Option 4: Community and Health Services Management Stream, Required Courses (select two)

- ▶ CHSM 301 Health Services Management: The Healthcare Systems
- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 307 Health Services Management: Principles of Long Term Care Service Del.

Note: Unlike the industry specific streams, the general stream does not have a free elective.

## Electives – All Streams (select one 39-hour course or two 19.5-hour courses)

### 19.5-Hour Courses

- ▶ CKPP 110 Program and Portfolio Management: Overview of Program Management
- ▶ CKPP 120 Program and Portfolio Management: Overview of Portfolio Management

### 39-Hour Courses

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 308 Health Services Management: Project Management - Long Term Care
- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CITM 505 Information Technology Management: Managing Information Systems
- ▶ CKPM 207 Project Management: Project Management Systems
- ▶ CKPM 215 Project Management: Emerging Trends in Project Management
- ▶ CKPM 216 Project Management: Project Management Internship
- ▶ CKPM 217 Project Management: Agile Project Management
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills

## Note to registered certificate program students

### Electives – All Streams (39-Hour Courses)

CKPM 217 added.

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Project Management** requires completion of any three of the following courses: CKPM 202, CKPM 203, CKPM 207, CKPM 209, CKPM 211, CKPM 215, CKPM 216, and/or CKPM 217.

See page 127 for more information.

# PROJECT MANAGEMENT FOR TECHNICAL PROFESSIONALS

This certificate program will prepare professionals with technical backgrounds such as engineers, information technology professionals, scientists, environmentalists, and other technical professionals to become employed in middle-level management (MLM) positions in the field of project management. Participants will gain knowledge and skills in estimating, scheduling, risk analysis, quality assurance, leadership, problem-solving, and Canadian workplace culture and communication.

Certificate graduates will increase opportunities for career advancement or employability by acquiring a level of knowledge and expertise that will permit them to move into project management roles. This certificate will help prepare students to write the Project Management Professional (PMP)<sup>®</sup> examination offered by the Project Management Institute (PMI). Certificate graduates will be eligible to continue on to the Certificate in Project Management and/or the Certificate in Program and Portfolio Management, both offered by The Chang School.

For detailed certificate and program information, please visit [ryerson.ca/ce/mlm](http://ryerson.ca/ce/mlm).

## Admission Criteria

Eligible applicants must have the following:

### *Internationally Educated Professionals*

- ▶ An undergraduate degree and a minimum of two years of professional experience in a related field
- ▶ Be an accepted and registered participant in the Gateway for International Professionals' Middle-level Managers (MLM) with Technical Background Bridging Program
- ▶ Be a legal resident of Ontario at the time of application, and be eligible to work in Canada
- ▶ Have resided in Canada for no more than 10 years
- ▶ Be an internationally educated professional in a suitable technical discipline
- ▶ Demonstrate English language proficiency through any of Ryerson University's approved English language proficiency test scores

OR

### *All Other Applicants*

OSSD with six Grade 12 U or M credits, or equivalent; persons lacking some of these requirements will be considered on an individual basis taking into account work-related experience and maturity.

## Admission Application

An admission application is required for this program. A pre-approval process will be conducted by the program manager, including an orientation/information session, a one-on-one interview, and a language assessment. For more information, contact [mlm@ryerson.ca](mailto:mlm@ryerson.ca) or 416.979.5000, ext. 2705.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

Required Course

- ▶ CKPM 202 Project Management: Fundamentals of Project Management

## Electives (select a total of five courses)

### *Electives – Group A (select three)*

- ▶ CKPM 123 Project Management: Strategic Project Mgt (Tech Prof)
- ▶ CKPM 207 Project Management: Project Management Systems
- ▶ CKPM 211 Project Management: Leadership in Project Management
- ▶ CKPM 212 Project Management: Project Cost and Procurement Management
- ▶ CKPM 216 Project Management: Project Management Internship
- ▶ CKPM 456 Project Management: Enterprise Project Mgt (Tech Prof)

### *Electives – Group B (select two)*

- ▶ CCMN 114 Communication: Short Management Reports
- ▶ CCMN 432 Communication: Communication in the Engineering Professions
- ▶ CDCE 330 Workplace Communication in Canada (WCC): Effective Persuasion and Public Speaking
- ▶ CDCE 400 Workplace Communication in Canada (WCC): Exploring Leadership Skills
- ▶ CDCE 910 Workplace Communication in Canada (WCC): Effective Oral Communication
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 650 Human Resources: Management of Change

## Note to registered certificate program students

### *Electives - Group B*

CCMN 114 and CDCE 330 added.



# PSYCHOLOGY

This certificate program will appeal to students who wish to enhance their career opportunities and/or personal interests. The program provides the opportunity to study and understand human behaviour in a wide variety of settings. It is designed to familiarize students with the methods, concepts, theories, and applications of psychology.

Students may choose electives from a variety of areas in psychology or they may choose to concentrate on one of the following areas:

- ▶ psychological principles of growth and development
- ▶ abnormal aspects of human behaviour
- ▶ explanations of personality and its development
- ▶ the study of social behaviour
- ▶ applications of psychology in organizations

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or three years of experience in business, community service, or industry.

## Transfer Credits

Up to four single-term course credits may be granted on the basis of the successful completion of other Ryerson psychology courses or the completion of psychology courses at other post-secondary institutions meeting Ryerson Faculty of Arts requirements. See Transfer Credits.

## Certificate Requirements

The successful completion of eight course credits, with a cumulative grade point average of 1.67 or higher, is required for the certificate. Three courses are compulsory: a foundation course, a research methodology course, and an independent study course. A foundation course must be taken as the first course. The independent study course may be taken only after the foundation course, the research methodology course, and three other courses chosen from the electives have been completed.

## Required Courses

Students may only select one of COPS 601 or CPSY 411

Students may only select one of CPSY 102 or CPSY 105.

- ▶ COPS 250 Psychology: Independent Study
- ▶ COPS 601 Psychology: Research Methodology
- ▶ CPSY 102 Psychology: Introduction to Psychology I
- ▶ CPSY 105 Psychology: Perspectives in Psychology
- ▶ CPSY 411 Psychology: Research Methods and Statistics I

Students planning to enroll in the Independent Study course should contact the Academic Coordinator, Department of Psychology, at 416.979.5000, ext. 6195, in the first week of September or January, to be assigned a faculty advisor from the Department of Psychology.



## Electives (select five)

- ▶ CPSY 202 Psychology: Introduction to Psychology II
- ▶ CPSY 214 Psychology: Psychopharmacology
- ▶ CPSY 215 Psychology: Psychology of Addictions
- ▶ CPSY 300 Psychology: Psychology and Law
- ▶ CPSY 302 Psychology: Child Development
- ▶ CPSY 304 Psychology: Psychology of Gender
- ▶ CPSY 308 Psychology: Psychology of Thinking
- ▶ CPSY 324 Psychology: Biological Psychology
- ▶ CPSY 325 Psychology: Psychological Disorders
- ▶ CPSY 402 Psychology: Adult Development
- ▶ CPSY 412 Psychology: Human Brain Circuitry
- ▶ CPSY 504 Psychology: Social Psychology
- ▶ CPSY 505 Psychology: Personality Theory
- ▶ CPSY 518 Psychology: Environmental Psychology
- ▶ CPSY 602 Psychology: Developmental Psychopathology
- ▶ CPSY 606 Psychology: Abnormal Psychology
- ▶ CPSY 607 Psychology: Drugs and Human Behaviour
- ▶ CPSY 614 Psychology: Psychology of Sport
- ▶ CPSY 620 Psychology: Psychology of Immigration
- ▶ CPSY 621 Psychology: Psychology of Human Sexuality
- ▶ CPSY 706 Psychology: Personal Growth and Positive Psychology
- ▶ CPSY 707 Psychology: Models of Stress and Adaptation
- ▶ CPSY 802 Psychology: Death, Dying and Bereavement
- ▶ CPSY 805 Psychology: Adjustment, Stress and Coping
- ▶ CPSY 806 Psychology: Behaviour Modification
- ▶ CPSY 807 Psychology: Psychology of Prejudice
- ▶ CPSY 808 Psychology: Community Psychology
- ▶ CPSY 941 Psychology: Cross Cultural Psychology

## Suggested Elective Groupings

Students may choose electives from a variety of areas in psychology, or they may choose to focus on a specific area to achieve their individual goals. The electives may be grouped as follows:

**Abnormal Behaviour:** CPSY 215, CPSY 325, CPSY 602, CPSY 606, CPSY 607, CPSY 805, CPSY 806

**Biology and Behaviour:** CPSY 214, CPSY 215, CPSY 324, CPSY 412, CPSY 607, CPSY 621

**Growth and Development:** CPSY 302, CPSY 402, CPSY 602, CPSY 802

**Personality:** CPSY 505, CPSY 706, CPSY 805

**Social Behaviour:** CPSY 304, CPSY 504, CPSY 518, CPSY 614, CPSY 807, CPSY 808

**Social Issues:** CPSY 300, CPSY 518, CPSY 607, CPSY 620, CPSY 808, CPSY 941

## Note to registered certificate program students

### *Required Courses*

CPSY 411.

# PUBLIC ADMINISTRATION AND GOVERNANCE

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Students who wish to obtain their Certificate in Public Administration and Governance or the Advanced Certificate in Public Administration and Governance, must apply through the Office of Undergraduate Admissions for admission to the Public Administration and Governance program. Do not use the standard continuing education certificate application. Upon completing these certificates, students may continue their studies to earn a degree in Public Administration and Governance. Please contact Viola Ing, Department of Politics and Public Administration: [ving@ryerson.ca](mailto:ving@ryerson.ca).

The Certificate and Advanced Certificate in Public Administration and Governance are designed for working public sector employees, students aspiring to careers in the public service, and those interested in gaining knowledge about public administration and public policy in Canada.

These certificates will provide students with the following:

- ▶ a better understanding of organizations and operations in the public sector
- ▶ the attainment of analytic, administrative, communication, and management skills necessary for career development in the public sector and organizations that deal with it
- ▶ an awareness of the political forces that shape public administration and policy

These certificates fulfill Levels 1 and 2 of the Public Administration and Governance degree program.

**Program Information:** Department of Politics and Public Administration: [ving@ryerson.ca](mailto:ving@ryerson.ca).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits (including English) with a minimum of 60 percent, or mature student status.

Grade 13 subjects/OSSHGD may be combined/substituted with OACs/OSSD. Students who present credits from the OSSHGD (Grade 13 stream) or in combination with credits from the OSSD (OAC stream) should ensure that the credits satisfy the requirements.

## Certificate Requirements

The successful completion of eight single-term courses, with a cumulative grade point average of 1.67 or higher, is required. Students working toward a certificate must formally register in the Public Administration and Governance program (see introductory note above).

## Required Courses

- ▶ CPPA 101 Politics and Public Administration: Cdn Public Administration I: Institutions
- ▶ CPPA 102 Politics and Public Administration: Cdn Public Administration II: Processes
- ▶ CPPA 125 Politics and Public Administration: Rights, Equity and the State

## Required Group 1 (select two)

- ▶ CPPA 120 Politics and Public Administration: Canadian Politics and Government
- ▶ CPPA 121 Politics and Public Administration: Ontario Politics and Government
- ▶ CPPA 122 Politics and Public Administration: Local Politics and Government
- ▶ CPPA 124 Politics and Public Administration: Indigenous Politics and Governance

## Liberal Studies Elective Group A (One 1-term lower-level course required)

Liberal Studies courses are indicated by a “LL” for Lower Level and “UL” for Upper Level. Consult the undergraduate calendar for the complete list of Liberal Studies courses, and use the Course Search to search for your course by subject, term, time, or instruction mode.

## Professionally Related Elective Group B (Two 1-term courses required from Table I)

Students intending to proceed to further levels of the program should familiarize themselves with prerequisites pertaining to professionally related elective courses at all levels of the program as well as options for obtaining a minor. Consult the undergraduate calendar for a list of courses.

*Note: Upon successful completion of Level 1, students may apply for a Certificate in Public Administration and Governance by completing an Application to Graduate with a Certificate, prior to the appropriate application deadlines.*

# ADVANCED PUBLIC ADMINISTRATION AND GOVERNANCE

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Students who wish to obtain their Certificate in Public Administration and Governance or the Advanced Certificate in Public Administration and Governance, must apply through the Office of Undergraduate Admissions for admission to the Public Administration and Governance program. Do not use the standard continuing education certificate application. Upon completing these certificates, students may continue their studies to earn a degree in Public Administration and Governance. Please contact Viola Ing, Department of Politics and Public Administration: [ving@ryerson.ca](mailto:ving@ryerson.ca).

The Certificate and Advanced Certificate in Public Administration and Governance are designed for working public sector employees, students aspiring to careers in the public service, and those interested in gaining knowledge about public administration and public policy in Canada.

These certificates will provide students with the following:

- ▶ a better understanding of organizations and operations in the public sector
- ▶ the attainment of analytic, administrative, communication, and management skills necessary for career development in the public sector and organizations that deal with it
- ▶ an awareness of the political forces that shape public administration and policy

These certificates fulfill Levels 1 and 2 of the Public Administration and Governance degree program.

**Program Information:** Department of Politics and Public Administration: [ving@ryerson.ca](mailto:ving@ryerson.ca).

## Admission Criteria

Eligible applicants must have the following:

Certificate in Public Administration and Governance.

## Certificate Requirements

The successful completion of eight single-term courses, with a cumulative grade point average of 1.67 or higher, is required. Students working toward a certificate must formally register in the Public Administration and Governance program (see introductory note).

## Required Courses

- ▶ CPPA 211 Politics and Public Administration: Public Policy

## Required Group 1 (select three, not previously taken)

- ▶ CPPA 120 Politics and Public Administration: Canadian Politics and Government
- ▶ CPPA 121 Politics and Public Administration: Ontario Politics and Government
- ▶ CPPA 122 Politics and Public Administration: Local Politics and Government
- ▶ CPPA 235 Politics and Public Administration: Theories of the State
- ▶ CPPA 303 Politics and Public Administration: Financial Management
- ▶ CPPA 319 Politics and Public Administration: Politics of Work and Labour

## Liberal Studies Elective Group A (One 1-term lower-level course required)

Liberal Studies courses are indicated by a “LL” for Lower Level and “UL” for Upper Level. Consult the undergraduate calendar for the complete list of Liberal Studies courses, and use the Course Search to search for your course by subject, term, time, or instruction mode.

## Professionally Related Elective Group B (1 course required)

- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CECN 204 Economics: Introductory Macroeconomics
- ▶ CECN 210 Economics: Inflation and Unemployment in Canada
- ▶ CECN 220 Economics: Evolution of the Global Economy
- ▶ CECN 320 Economics: Introduction to Financial Economics

## Professionally Related Elective Group C (Two 1-term courses required)

Please refer to the Undergraduate Calendar, Professionally Related Electives Table 1 for a complete list of appropriate courses.

Students intending to proceed to Level 3 of the program should familiarize themselves with prerequisites pertaining to professionally related elective courses at all levels of the program as well as options for obtaining a minor.

*Note: Upon successful completion of Level 2, students may apply for an Advanced Certificate in Public Administration and Governance by completing an Application to Graduate with a Certificate, prior to the appropriate application deadlines.*

*Students who have successfully completed the requirements for the Certificate and Advanced Certificate are eligible to continue to the degree level. For more information, contact the Department of Politics and Public Administration, 416.979.5057.*



# PUBLIC ADMINISTRATION AND LEADERSHIP

This program is designed for individuals who have already completed a degree and who wish to deepen their understanding of the key aspects of public sector management. The curriculum is focused on key areas of policy development, public sector finance, collaborative governance, intergovernmental affairs, program evaluation, e-government, and administrative law. A special capstone course focuses on the nature and style of leadership in the public sector.

**Academic Coordinator:** Patrice Dutil, pdutil@ryerson.ca

## Admission Criteria

Eligible applicants must have the following:

An undergraduate degree in any field. Applicants who do not have a background in politics or public administration and/or no experience in the public sector are encouraged to successfully complete COPA 103 prior to admission in the certificate.

## Admission Application

Students seeking admission to this program are required to submit an application for pre-approval to the academic coordinator for the Certificate in Public Administration and Leadership. To obtain an application, visit [ryerson.ca/ce](http://ryerson.ca/ce) and click on Forms and Documents. The completed application, together with transcripts, may be presented to the academic coordinator during the Open House, or mailed to the address on the form.

## Certificate Requirements

The successful completion of six courses (three required courses and three electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CPPA 211 Politics and Public Administration: Public Policy
- ▶ CPPA 404 Politics and Public Administration: Issues in Public Administration
- ▶ CPPA 501 Politics and Public Administration: Public Sector Leadership

## Electives (select three)

- ▶ CPPA 301 Politics and Public Administration: Administrative Law
- ▶ CPPA 303 Politics and Public Administration: Financial Management
- ▶ CPPA 335 Politics and Public Administration: Theories of Bureaucracy
- ▶ CPPA 401 Politics and Public Administration: Collaborative Governance
- ▶ CPPA 402 Politics and Public Administration: Program Planning and Evaluation
- ▶ CPPA 403 Politics and Public Administration: e-Government
- ▶ CPPA 414 Politics and Public Administration: Comparative Public Policy
- ▶ CPPA 425 Politics and Public Administration: Intergovernmental Relations

# PUBLIC RELATIONS

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

If a challenging career consulting with professional businesses, community organizations, or government agencies sounds appealing, then public relations may be for you. Public relations practitioners work with a variety of leaders and other professionals to protect and enhance organizational reputation; manage issues and crises; conduct media relations; develop internal and external communication programs; develop and manage communication budgets; and write supporting communication materials such as plans, reports, news releases, business presentations, newsletters, website content, and much more.

Recognized by the International Association of Business Communicators (IABC), the Certificate in Public Relations provides a curriculum that will hone your practical, analytical, and theoretical skills to prepare you for a career in public relations.

## Admission Criteria

It is recommended that applicants have the following:

An undergraduate degree or three-year community college diploma; mature students must have, at least, a high school diploma and four years of progressive work experience in public relations practice, or in a business, professional, or technical field.

## Course Prerequisites

Successful completion of all stated prerequisites is required for registration in a course. Students who register in a course without successful completion of the prerequisites will be required to withdraw.

## Certificate Requirements

The successful completion of the equivalent of eight 39-hour courses with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

- ▶ CDPR 100
- ▶ CDPR 111
- ▶ Electives – three 39-hour courses (or equivalent combination of electives totalling 117 hours)
- ▶ CDPR 104
- ▶ CDPR 105
- ▶ CDPR 107

## Required Courses

- ▶ CDPR 100 Public Relations: Public Relations Principles
- ▶ CDPR 104 Public Relations: Planning Programming and Budgeting
- ▶ CDPR 105 Public Relations: Research and Program Evaluation
- ▶ CDPR 107 Public Relations: Public Relations Project
- ▶ CDPR 111 Public Relations: Writing for Public Relations

## Electives (three 39-hour courses or equivalent combination of electives totalling 117 hours)

### 39-Hour Courses

- ▶ CDPR 106 Public Relations: Media Relations
- ▶ CDPR 108 Public Relations: Social Media in Public Relations
- ▶ CDPR 113 Public Relations: Internal Communications Management

### 19.5-Hour Courses

Students may substitute two of the following 19.5-hour courses for any of the above 39-hour electives.

- ▶ CDPR 102 Public Relations: Business Presentations
- ▶ CDPR 103 Public Relations: Advanced PR Writing
- ▶ CDPR 110 Public Relations: Reputation Management
- ▶ CDPR 115 Public Relations: Corporate Social Responsibility

## Note to registered certificate program students

Effective Fall 2014, the Certificate in Public Relations has been revised. Students who were formally registered in the certificate prior to July 1, 2014, must complete the requirements in effect at the time of their registration.

### *Required Courses*

CDPR 201 deleted.

CDPR 100 added.

### *Electives (39-Hour Courses)*

CDPR 104 moved to Required Courses, thereby increasing the number of Required Courses to five and reducing the number of Electives to three (or 117 hours in total).

CDPR 114 deleted.

### *Electives (19.5-Hour Courses)*

CDPR 110 added.

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Social Media Practices and Reputation Management** requires completion of CDPR 100, CDPR 108, and CDPR 110.

See page 131 for more information.

## Intensive Spring/Summer Program

Students have the opportunity to obtain the Certificate in Public Relations over 12 intensive, 5-day weeks in the Spring/Summer term. This unique fast-track program covers all five required courses, plus three electives.

**CDPR 999 Public Relations Intensive** – For more information, visit [ryerson.ca/ce/intensivepr](http://ryerson.ca/ce/intensivepr).



# PUBLISHING

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This program teaches the skills necessary to publish books successfully. The program will be of interest to the following:

- ▶ those who want to enter the publishing industry
- ▶ those who are employed in the publishing industry or in areas where publishing skills are required
- ▶ those who are working as freelancers in publishing-related fields
- ▶ those who wish to upgrade their credentials with a view to career change

For detailed certificate and program information, please visit [ryerson.ca/ce/publishing](http://ryerson.ca/ce/publishing).

## Instructors

Our instructors are respected industry experts. They all work in publishing and bring up-to-date, applied knowledge to every course. Visit [ryerson.ca/ce/publishinginstructors](http://ryerson.ca/ce/publishinginstructors) for current instructor biographies.

## Awards

Students registered in the certificate program may apply for the program's awards and bursary; visit [ryerson.ca/ce/publishingawards](http://ryerson.ca/ce/publishingawards) for more details.

## Internships

We have an extensive network of industry partnerships that provide direct links between classroom experience and a career. Visit [ryerson.ca/ce/publishinginternships](http://ryerson.ca/ce/publishinginternships) to see the companies that may be offering industry internships to students in the program.

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree, or mature student status with related professional experience and education.

## Notice to Students

Correct use of the English language is essential in the publishing industry. It is therefore an element in the evaluation and grading of assignments.

Students with no background in publishing are strongly advised to begin by taking either overview course (CDPB 100 or CDPB 200). Students with full-time positions are advised to register in no more than two credits per term. Specialized half-credit courses require some knowledge of subject or industry. In general, comfort with computers and a knowledge of appropriate software are an asset.

## Certificate Requirements

The successful completion of eight 39-hour courses or the equivalent, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CDPB 100 Publishing: Publishing Overview: Trade
- ▶ CDPB 200 Publishing: Publishing Overview: Education



## Electives (six 39-hour courses or equivalent 19.5-hour courses required)

### 39-Hour Courses

- ▶ CDPB 101 Publishing: The Business of Book Publishing
- ▶ CDPB 102 Publishing: Copy Editing for Books, Journals, and Reports
- ▶ CDPB 103 Publishing: Production for Books, Journals, and Reports
- ▶ CDPB 104 Publishing: Introduction to Book Design
- ▶ CDPB 105 Publishing: Sales and Marketing for Book Publishers
- ▶ CDPB 110 Publishing: Publicity for Book Publishers
- ▶ CDPB 201 Publishing: Literary Rights Management
- ▶ CDPB 202 Publishing: Substantive and Stylistic Editing
- ▶ CDPB 212 Publishing: Visual Skills for Publishing
- ▶ CDPB 312 Publishing: Practical Grammar and Punctuation
- ▶ CDPB 803 Publishing: Digital Publishing and Production

### 19.5-Hour Courses

Students may substitute any two of the following 19.5-hour courses for any one of the above 39-hour electives.

- ▶ CDPB 300 Publishing: Children's Classics in the 21st C
- ▶ CDPB 301 Publishing: Publishing for Children
- ▶ CDPB 302 Publishing: Government Reports
- ▶ CDPB 304 Publishing: Scholarly and Reference Publishing
- ▶ CDPB 306 Publishing: Trade Books: Fiction
- ▶ CDPB 309 Publishing: Editing Books for Children and Teens
- ▶ CDPB 310 Publishing: Proofreading for Books, Journals, and Reports
- ▶ CDPB 311 Publishing: Indexing for Books, Journals, and Reports
- ▶ CDPB 313 Publishing: Sales and Mktg for Chldn and YA

## Note to registered certificate program students

### Electives (19.5 Courses)

CDPB 300 and CDPB 313 added.

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed four courses as follows:

**Professional Development Award: Children's Publishing** requires completion of CDPB 300, CDPB 301, CDPB 309, and CDPB 313.

See page 119 for more information.

### Condensed Scheduling Option

This spring, CDPB 999 **Publishing Intensive** participants can complete six courses in the Certificate in Publishing, and access specialized material only available in the Publishing Intensive course. For more details, visit the Chang School website at [ryerson.ca/ce/publishing](http://ryerson.ca/ce/publishing).

# RETAIL MANAGEMENT

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate is designed for students seeking or currently employed in retail, the largest employment sector in Canada. The program will focus on fundamental retail topics and provides students with the ability to choose electives based on broad interests or specific areas such as buying, operations, or management.

For detailed certificate and program information, please visit [ryerson.ca/ce/retail](http://ryerson.ca/ce/retail).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, AND one of the following:

Mature student status

OR

A recent college diploma or undergraduate degree

OR

A minimum of one year of related professional experience in the retail industry

## Certificate Requirements

The successful completion of six courses (two required courses and four electives), with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

Students who demonstrate the requisite combination of education and work experience may apply to the academic coordinator waive CRMG 200. Students granted this waiver must complete five elective courses instead of four.

- ▶ CRMG 200 Retail Management: Intro to Retail and Services Management
- ▶ CRMG 302 Retail Management: Retail Consumer Insight

## Electives (select four or five)

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CGMS 200 Global Management: Introduction to Global Management
- ▶ CMHR 405 Human Resources: Organizational Behaviour and Interpersonal Skills
- ▶ CMHR 523 Human Resources: Human Resources Management
- ▶ CMKT 100 Marketing: Principles of Marketing
- ▶ CQMS 102 Quantitative Methods: Business Statistics I
- ▶ CRMG 301 Retail Management: Retail Operations Management

- ▶ CRMG 303 Retail Management: Service Quality Management
- ▶ CRMG 400 Retail Management: Buying Process I
- ▶ CRMG 434 Retail Management: Intro to Logistics and Supply Chain Mgmt
- ▶ CRMG 452 Retail Management: Visual Merchandising and Space Planning
- ▶ CRMG 902 Retail Management: Franchising
- ▶ CRMG 907 Retail Management: Relationship Marketing
- ▶ CRMG 909 Retail Management: Advanced Buying Process II
- ▶ CRMG 910 Retail Management: Multi-Channel Retailing
- ▶ CRMG 911 Retail Management: Retail Sales Management
- ▶ CRMG 916 Retail Management: Managing B2B Channels
- ▶ CRMG 919 Retail Management: Visualizing Data for Decisions
- ▶ CRMG 925 Retail Management: Leading in Retail Service Organizations
- ▶ CZRM 100 Retail Management: Industry Project

## Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Retail Buying** requires completion of CRMG 400, CRMG 452, and CRMG 909.

**Professional Development Award: Retail Operations** requires completion of CRMG 301, CRMG 303, and CRMG 925.

See page 128 for more information.

# ROBOTICS AND EMBEDDED SYSTEMS

**Note:** This certificate program may be completed entirely at a distance. Visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

This certificate program provides adult learners with hands-on opportunities to acquire knowledge and skills that will permit them to contribute and respond effectively to our collective societal need to provide innovation through advances in robotics and embedded systems product and device development. Topics covered will range from microprocessor-based control systems to systems-on-chip (SoC) design to device software development for the purposes of consumer and commercial product development in any number of fields. Participants will build as they learn, producing robotic and embedded systems throughout the duration of the program.

For detailed certificate and program information, please visit [ryerson.ca/ce/robotics](http://ryerson.ca/ce/robotics).

## Admission Criteria

It is recommended that applicants have the following:

Mature student status and evidence of relevant college or university level coursework, or equivalent

OR

Mature student status together with relevant industrial or professional experience

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CKRE 100
- ▶ CKRE 110
- ▶ CKRE 120
- ▶ CKRE 130
- ▶ CKRE 140
- ▶ CKRE 150

## Required Courses

- ▶ CKRE 100 Robotics and Embedded Systems: Embedded Systems Programming
- ▶ CKRE 110 Robotics and Embedded Systems: Digital Logic and Hardware Architecture
- ▶ CKRE 120 Robotics and Embedded Systems: Programming Robotics Systems
- ▶ CKRE 130 Robotics and Embedded Systems: Embedded Systems Hardware Architecture and Implementation
- ▶ CKRE 140 Robotics and Embedded Systems: Real-Time Embedded Systems Programming
- ▶ CKRE 150 Robotics and Embedded Systems: Emerging Issues in Robotics and Embedded Systems

### Fast Track in Robotics and Embedded Systems

This spring, participants in the **Fast Track in Robotics and Embedded Systems (CKRE 999)** can complete all six courses in the Certificate in Robotics and Embedded Systems in three months, and access specialized material and individualized instructor support. For further information, visit [ryerson.ca/ce/robotics](http://ryerson.ca/ce/robotics).

# SOCIAL SCIENCES AND HUMANITIES FOUNDATIONS

This certificate provides an opportunity to explore areas in social sciences and humanities and develop transferable university-level skills such as critical analysis and problem solving. Courses are based on the common first-year foundation of Ryerson's Faculty of Arts programs and may provide an opportunity for students to strengthen applications for full-time undergraduate degrees. Successfully completed courses may be considered as transfer credits to higher education degree programs, subject to admission and requirements for credit transfer.

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or equivalent, or mature student status.

Students who have not met the above requirements are required to take CENG 108 as one of their four electives. It is recommended that they take CENG 108 immediately following CSSH 205, since both courses will provide a strong foundation in the writing skills needed to complete this certificate successfully.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Recommended Sequence

Students are advised to take the courses in the following sequence:

- ▶ CSSH 205
- ▶ CSSH 105
- ▶ Electives (four selections – two from Humanities and two from Social Sciences)

Students who are planning to pursue an Arts degree and who do not have an English Grade 12 U or M course with a grade of 70% or higher are required to take CENG 108 as one of their four electives. It is recommended that they take CENG 108 immediately following CSSH 205, since both courses will provide a strong foundation in the writing skills needed to complete this certificate successfully.

## Required Courses

- ▶ CSSH 105 Social Sciences and Humanities: Critical Thinking I
- ▶ CSSH 205 Social Sciences and Humanities: Academic Writing and Research

## Electives (select a total of four courses)

### *Electives – Humanities (select two)*

CFRE \*\*\* A French course†

CSPN \*\*\* A Spanish course†

- ▶ CACS 100 Contemporary Studies: Ideas That Shape the World I
- ▶ CACS 200 Contemporary Studies: Ideas That Shape the World II
- ▶ CENG 108 English Literature: Introduction to Fiction
- ▶ CENG 208 English Literature: Introduction to Non-Fiction
- ▶ CHIS 104 History: Ten Days That Shook The World
- ▶ CHIS 105 History: Inventing Popular Culture
- ▶ CHIS 106 History: Technology, Warfare and Social Change
- ▶ CHIS 107 History: Colonization, Colonialism and Independence
- ▶ CPHL 101 Philosophy: Plato and the Roots of Western Philosophy
- ▶ CPHL 201 Philosophy: Problems in Philosophy
- ▶ CPHL 333 Philosophy: Philosophy of Human Nature
- ▶ CPHL 366 Philosophy: Existentialism and Art and Culture

### Electives – Social Sciences (select two)

- ▶ CCRM 100 Criminal Justice and Criminology: Introduction to Canadian Criminal Justice
- ▶ CCRM 102 Criminal Justice and Criminology: Introduction to Criminology
- ▶ CECN 104 Economics: Introductory Microeconomics
- ▶ CECN 204 Economics: Introductory Macroeconomics
- ▶ CEUS 102 Environment and Urban Sustainability: Environment and Sustainability
- ▶ CEUS 202 Environment and Urban Sustainability: Sustaining the City's Environments
- ▶ CGEO 131 Geography: Energy, Earth and Ecosystems
- ▶ CGEO 151 Geography: Location, Location, Location
- ▶ CPOG 100 Politics and Public Administration: People, Power and Politics
- ▶ CPOG 110 Politics and Public Administration: Power and Influence in Canadian Politics
- ▶ CPPA 101 Politics and Public Administration: Cdn Public Administration I: Institutions
- ▶ CPPA 102 Politics and Public Administration: Cdn Public Administration II: Processes
- ▶ CPSY 102 Psychology: Introduction to Psychology I
- ▶ CPSY 202 Psychology: Introduction to Psychology II
- ▶ CSOC 105 Sociology: Introduction to Sociology
- ▶ CSOC 107 Sociology: Sociology of the Everyday
- ▶ CSSH 102 Social Sciences and Humanities: Learning and Development Strategies
- ▶ CSSH 301 Social Sciences and Humanities: Research Design and Qualitative Methods

† An online placement test is required. See the Department's website for details: [ryerson.ca/ilc/currentstudents/placement\\_tests.html](http://ryerson.ca/ilc/currentstudents/placement_tests.html).

### Note to registered certificate program students

#### Required Courses

CSSH 301 moved to Electives – Social Sciences.

#### Electives - Humanities

CSSH 105 moved to Required Courses.



# PROFICIENCY IN SPANISH

This certificate is designed to provide proficiency in oral and written Spanish. It allows students the opportunity to upgrade their professional qualifications and to prepare for business or educational travel in the Spanish speaking world.

For detailed certificate and program information, please visit [ryerson.ca/ce/spanish](http://ryerson.ca/ce/spanish).

## Admission Criteria

It is recommended that applicants have the following:

Completion of Introductory Spanish I (CSPN 101) with a minimum grade of C+, or admission by placement assessment and interview.

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Advanced Placement

If the student completes four courses at a level higher than CSPN 401, the successful completion of four single-term courses is required for the certificate. All four courses must be at an advanced level (CSPN 501 or higher).

## Required Courses (see Advanced Placement above)

- ▶ CSPN 201 Spanish: Introductory Spanish II
- ▶ CSPN 301 Spanish: Intermediate Spanish I
- ▶ CSPN 401 Spanish: Intermediate Spanish II
- ▶ CSPN 501 Spanish: Advanced Spanish I
- ▶ CSPN 601 Spanish: Advanced Spanish II

## Electives (select one)

- ▶ CSPN 402 Spanish: Spanish Conversation and Pronunciation
- ▶ CSPN 510 Spanish: Spanish Grammar for Native Speakers
- ▶ CSPN 515 Spanish: Introduction to Business Spanish
- ▶ CSPN 610 Spanish: Spanish Gram. for Native Speakers II
- ▶ CSPN 702 Spanish: Advanced Business Spanish
- ▶ CSPN 704 Spanish: Introduction to Latin American Culture I
- ▶ CSPN 705 Spanish: The Boom in Latin American Literature
- ▶ CSPN 707 Spanish: Spanish-English Translation
- ▶ CSPN 708 Spanish: Contemporary Spanish Fiction
- ▶ CSPN 710 Spanish: Spanish of Spain and Latin America
- ▶ CSPN 804 Spanish: Introduction to Latin American Culture II
- ▶ CSPN 810 Spanish: Cultural Context of Writing

## Note to registered certificate program students

### Electives

CSPN 705 and CSPN 707 added.



**Although I speak Spanish, I wasn't proficient at grammar or writing. I work with Spanish-speaking children, so I decided to enroll in The Chang School's Proficiency in Spanish certificate. It was interactive and skillfully taught. Now I'm more comfortable communicating with anyone who speaks Spanish – including my family!**

Sandra Montesdeoca  
Graduate, Certificate in Proficiency in Spanish

# STRATEGIC MARKETING

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Why strategic? Because you choose the courses you need to meet your career goals. This certificate is designed to meet the needs of marketing professionals wanting to develop expertise in a specific area or take a variety of courses to address knowledge gaps, as well as career changers wanting the fundamentals of marketing.

**Academic Coordinator:** Armand Gervais, [agervais@ryerson.ca](mailto:agervais@ryerson.ca)

For detailed certificate and program information, please visit [ryerson.ca/ce/marketing](http://ryerson.ca/ce/marketing).

## Admission Criteria

It is recommended that applicants have the following:

OSSD with six Grade 12 U or M credits, or its equivalent, or mature student status with experience in business.

## Certificate Requirements

The successful completion of six courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate. In exceptional cases credits may be granted on the basis of courses successfully completed at other institutions. Please note that you must apply for formal Transfer Credit.

## Recommended Sequence

Students are advised that CMKT 100 must be taken before CMKT 300, and both of these courses must be successfully completed prior to enrollment in all other Marketing courses.

## Required Courses

Students who demonstrate the requisite combination of education and work experience may apply to the academic coordinator to waive CMKT 100. Students granted this waiver must complete five Elective courses instead of four.

- ▶ CMKT 100 Marketing: Principles of Marketing
- ▶ CMKT 300 Marketing: Marketing Metrics and Analysis

## Electives (select four or five)

Students select four or five electives from one or more of the five streams.

### Marketing Innovation Stream

- ▶ CMKT 500 Marketing: Marketing Research
- ▶ CMKT 723 Marketing: Marketing in the Service Industry
- ▶ CMKT 730 Marketing: Assessing/Managing Market Opportunities
- ▶ CMKT 731 Marketing: Competitive Intelligence

### Marketing Research Stream

- ▶ CMKT 400 Marketing: Understanding Consumers and the New Media
- ▶ CMKT 500 Marketing: Marketing Research
- ▶ CMKT 600 Marketing: Integrated Case Analysis
- ▶ CMKT 700 Marketing: Business Intelligence/Decision Modeling
- ▶ CMKT 702 Marketing: Advanced Marketing Management

### Social Media Stream

- ▶ CITM 350 Information Technology Management: Concepts of e-Business
- ▶ CMKT 400 Marketing: Understanding Consumers and the New Media
- ▶ CMKT 510 Marketing: Innovations in Marketing
- ▶ CMKT 700 Marketing: Business Intelligence/Decision Modeling

### Sports Marketing Stream

- ▶ CMKT 504 Marketing: Effective Persuasion
- ▶ CMKT 600 Marketing: Integrated Case Analysis
- ▶ CMKT 702 Marketing: Advanced Marketing Management
- ▶ CMKT 828 Marketing: Sport Marketing Concepts and Strategy
- ▶ CMKT 829 Marketing: International Sport Marketing

### General Stream

- ▶ CGMS 522 Global Management: International Marketing
- ▶ CITM 350 Information Technology Management: Concepts of e-Business
- ▶ CMKT 400 Marketing: Understanding Consumers and the New Media
- ▶ CMKT 500 Marketing: Marketing Research
- ▶ CMKT 504 Marketing: Effective Persuasion
- ▶ CMKT 510 Marketing: Innovations in Marketing
- ▶ CMKT 600 Marketing: Integrated Case Analysis
- ▶ CMKT 700 Marketing: Business Intelligence/Decision Modeling
- ▶ CMKT 702 Marketing: Advanced Marketing Management
- ▶ CMKT 723 Marketing: Marketing in the Service Industry
- ▶ CMKT 730 Marketing: Assessing/Managing Market Opportunities
- ▶ CMKT 731 Marketing: Competitive Intelligence
- ▶ CMKT 828 Marketing: Sport Marketing Concepts and Strategy
- ▶ CMKT 829 Marketing: International Sport Marketing
- ▶ CMKT 850 Marketing: Applied Research Project



**The quality of the course content, especially in marketing courses, has been exceptional. Instructors are often industry practitioners who bring amazing knowledge and real life examples, as well as bring together a variety of media to support learning.**

Student Comment -  
Chang School Student Survey 2013



# SUSTAINABILITY MANAGEMENT AND ENTERPRISE PROCESS EXCELLENCE

**Note:** Many of the courses in this program are available by distance education; visit the distance education website at [ryerson.ca/ce/de](http://ryerson.ca/ce/de) for further information.

Today, we live in challenging times with a fractured, unsustainable society and economy. In response to a growing need to move the world toward sustainable development and sustainable practices, a whole new profession is emerging. Sustainability management is of strategic importance globally in order to enhance and maximize the organizational impacts of the principles of sustainability in order to enhance and maximize the organizational impacts of the principles of sustainability by addressing the social, economic, and environmental dimensions – also known as the Triple Bottom Line (TBL or 3BL) or People-Planet-Profits (PPP) issues.

This unique certificate provides the competencies identified as being most critical to the successful performance of professionals working in the field of sustainability management by applying high demand tools and techniques of Lean Six Sigma quality assurance to further address management challenges, problem solving, and solution execution. The students will have the ability to leverage Lean Six Sigma processes and decision making in order to achieve business, economic, and sustainability goals at their places of work.

For detailed certificate and program information, please visit [ryerson.ca/ce/sustain](http://ryerson.ca/ce/sustain).

## Admission Criteria

It is recommended that applicants have the following:

Undergraduate degree in a relevant field with a GPA of 2.0, or equivalent

OR

A post-secondary diploma with a GPA of 2.0, or equivalent, AND three years of full-time relevant employment, subject to approval of the certificate's academic coordinator

OR

A total equivalent of four years of relevant full-time employment, subject to the approval of the certificate's academic coordinator

## Transfer Credits

Up to three transfer credits may be granted for previous studies similar to the courses listed in the elective streams. If an appropriate equivalency is established, a specific credit will be granted; however, a generic transfer credit (CKSS GEN) will be considered if a direct course equivalency cannot be established, but the course falls within one of the four elective streams of the certificate.

The primary requirements for a course to be considered for the CKSS GEN credit is as follows:

It must connect to and/or fall within one of the General, Architecture and Landscape Design, Environmental Management, or Socioeconomics of Sustainability Forces and Progress elective streams

OR

It must cover, in varying degrees, all of the social, economic, and environmental dimensions of sustainability/sustainable development

## Certificate Requirements

The successful completion of six single-term courses, with a cumulative grade point average of 1.67 or higher, is required for the certificate.

## Required Courses

- ▶ CKSS 100 Sustainability Management: Fundamentals in Sustainability I
- ▶ CKSS 101 Sustainability Management: Fundamentals in Sustainability II
- ▶ CKSS 210 Sustainability Management: Lean Six Sigma Contin Improvement
- ▶ CKSS 211 Sustainability Management: Lean Six Sigma Sust Bus Enterprise

## Electives (select two)

Students select a total of two electives from one or more of the four streams.

### General

- ▶ CHTT 510 Hospitality and Tourism: Sustainable Tourism Development
- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKSS 102 Sustainability Management: Designing a Sust-Enterprise
- ▶ CKSS 212 Sustainability Management: Lean Six Sigma Quality Assurance

### Architecture and Landscape Design

- ▶ CKAR 500 Architecture: Sustainable Buildings
- ▶ CKAR 601 Architectural Preservation and Conservation: Building Science for Architectural Preservation and Conservation
- ▶ CKAR 610 Architectural Preservation and Conservation: Architectural Preservation and Conservation Techniques
- ▶ CKLA 400 Landscape Design: Ecology and Sustainable Landscapes
- ▶ CKLA 430 Landscape Design: Making and Meaning of Landscapes
- ▶ CKLA 450 Landscape Design: Landscape Restoration

### Environmental Management

- ▶ CKES 160 Environmental Sciences: Waste Management
- ▶ CKES 180 Environmental Sciences: Site Assessment
- ▶ CKES 190 Environmental Sciences: Renewable Energy and Green Technology
- ▶ CKES 210 Environmental Sciences: Applied Environmental Analysis
- ▶ CKES 220 Environmental Sciences: Environmental Law and Practice

### Socioeconomics of Sustainability Forces and Progress

- ▶ CECN 502 Economics: Economics of Energy and Natural Resources
- ▶ CECN 510 Economics: Environmental Economics
- ▶ CFNY 404 Food Security: Food Policy and Programs for Food Security
- ▶ CFNY 407 Food Security: Community Development and Food Security
- ▶ CKEI 100 Energy Management: Energy Innovation and Entrepreneurship
- ▶ CKEI 110 Energy Management: Energy Conservation: Emerging Trends
- ▶ CKEI 120 Energy Management: Energy and the Public Policy Debate in Canada
- ▶ CKEI 130 Energy Management: An Introduction to Smart Grid
- ▶ CKSS 201 Sustainability Management: Sustainability Topics and Trends
- ▶ CVFN 410 Food Security: Understanding Urban Agriculture
- ▶ CVFN 411 Food Security: Dimensions of Urban Agriculture
- ▶ CVFN 412 Food Security: Urban Agriculture Types
- ▶ CVFN 413 Food Security: Urban Agriculture Policy-Making

### Note to registered certificate program students

Effective Fall 2014, the Certificate in Sustainability Management has been revised to Sustainability Management and Enterprise Process Excellence. Students who were formally registered in the certificate prior to July 1, 2014, must complete the requirements in effect at the time of their registration. The movement of CKSS 102 (to the Electives – General Stream) and the addition of CKSS 210 and CKSS 211 increases the number of required courses for certificate completion from three to four. The number of elective courses has been reduced from three to two.

#### Required Courses

CKSS 102 is now an Elective in the General Stream.  
CKSS 210 and CKSS 211 added.

#### Electives

A new stream added as per the following:

*General Electives – CHTT 510, CKPM 202, CKSS 102, CKSS 212*

#### Natural Environment Electives

Name change: Environmental Management

#### Urban Environment Electives

Name change: Architecture and Landscape Design

CKEI 110, CKEI 130, CVFN 410, CVFN 411, CVFN 412, and CVFN 413 moved to Socioeconomics of Sustainability Forces and Progress Stream

#### Socioeconomics of Sustainability Forces Electives

Name change: Socioeconomics of Sustainability Forces and Progress

CHTT 510 and CKPM 202 moved to General Stream

### Professional Development

You can receive an acknowledgement of professional achievement once you have successfully completed three courses as follows:

**Professional Development Award: Sustainability Management and Enterprise Process Excellence** requires completion of any three of the following courses: CKSS 100, CKSS 101, CKSS 210, and/or CKSS 211.

See page 132 for more information.

# COURSE SERIES



The G. Raymond Chang School of Continuing Education offers course series – a program or grouping of three or more courses in a defined area of knowledge or skill, which, upon successful completion, may result in a recognition of achievement. For further details refer to Course Series, Academic Achievement Award, and Professional Development Award in the Important Terms (page 12).

This year, The Chang School is offering eight brand new course series!

# COURSE SERIES

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*\*New course series launched for the 2015-2016 academic year.*

## 3-D PRINTING, VISUALIZATION, AND AGILE PRODUCT PROTOTYPING

This program focuses on mastering agile product design, product sculpture, and prototyping with 3-D printers. Participants are taken through a series of hands-on in-class activities to familiarize them with the process of product ideation, realization of their designs digitally, 3-D animations of their designs, and the 3-D production of product prototypes using 3-D printers.

Supplies to be purchased by the student: Students are required to purchase (or already own) the following software: Pixologic ZBrush and ZSpheres, Autodesk Mudbox, SOLIDWORKS, DynaMesh, and 3-D computer graphics software that saves objects in the STL (stereolithography) format. As well, students must own or have access to a laptop, a tablet, tablet pen, and an external hard drive.

**Important Note:** The 3-D printing of student product design is available for an additional fee.

For more information, contact Alex Ferworn, Academic Coordinator, at [afeworn@ryerson.ca](mailto:afeworn@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select four)

- ▶ CKCS 230 Computer Science: Product Design and Ideation
- ▶ CKCS 231 Computer Science: Product Design for 3-D Printing
- ▶ CKCS 232 Computer Science: 3-D Animate, Model, Print Design
- ▶ CKCS 233 Computer Science: 3-D Print, Sculpt, SOLIDWORKS
- ▶ CKCS 234 Computer Science: 3-D Printing and Visualization

*Note: Students with no previous knowledge of drawing should take CKCS 230 prior to their other three selected courses.*

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## ADVANCED MAKE-UP ARTISTRY AND SPECIAL EFFECTS

This course series focuses on make-up artistry in film, TV, theatre, and photography; you'll learn the latest techniques and receive professional advice about succeeding in the business.

For more information, visit [ryerson.ca/ce/makeup](http://ryerson.ca/ce/makeup) or contact Jane Stevenson, Instructor, at [jjstevenson@ryerson.ca](mailto:jjstevenson@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CDTH 431 Make-up Techniques: Make-Up Artistry for Film Video and TV
- ▶ CDTH 435 Make-up Techniques: Special Effects Make-Up for Stage and Screen
- ▶ CDTH 448 Make-up Techniques: Introduction to Make-Up Techniques for Theatre and Film

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# ARTS AND ENTERTAINMENT ADMINISTRATION

If you work in the cultural sector as an individual or as a group, Ryerson University's G. Raymond Chang School of Continuing Education can help you develop entrepreneurial skills to support your creative work through a course series in Arts and Entertainment Administration. The course series provides learners with a blend of practical and theoretical instruction in a format that arts managers, potential arts managers, and individual artists will find suitable for their experience. The instruction addresses issues for both the for-profit and not-for-profit sectors.

Each course is taught by a seasoned professional who works in the cultural industry and who can help you develop confidence in learning to build your business.

For more information, visit [ryerson.ca/ce/aeadmin](http://ryerson.ca/ce/aeadmin) or contact Sholem Dolgoy, Academic Coordinator, at [a.e.a@ryerson.ca](mailto:a.e.a@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CDAM 100 Arts and Entertainment Administration: Making a Living in the Arts
- ▶ CDAM 102 Arts and Entertainment Administration: Audience Outreach and Engagement
- ▶ CDAM 103 Arts and Entertainment Administration: Programmatic Mktng for Arts and Ent
- ▶ CDAM 104 Arts and Entertainment Administration: Social Media Mktng Arts and Ent

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# CATIA ENGINEERING DESIGN

This program provides students with foundational, applied, and academic knowledge and skill sets in CATIA design. The courses offer students a comprehensive picture of current best practices in CATIA design and real-life industry applied case studies. They allow students to meet their individual interests in extending their knowledge and skills needed to support engineering design and product development. This knowledge and applicable skill set will be useful for technical digital practitioners whether they are serving on commercial, para-public, national defense, municipal, provincial, and national or international structural design projects or product development projects.

For more information, please contact Anne-Marie Brinsmead, Program Director, Engineering, Architecture, and Science, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CKAE 100 Aerospace: CATIA Engineering Design I
- ▶ CKAE 101 Aerospace: CATIA Engineering Design II
- ▶ CKAE 102 Aerospace: CATIA Engineering Design III

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## CHILDREN'S PUBLISHING

This course series is intended for individuals who wish to specialize in this dynamic and growing sector within the book publishing industry. Toronto is the centre for children's publishing in Canada, and Canada is a recognized leader in children's publishing worldwide. In-depth training in children's publishing will prepare our students for entry into this vibrant sector.

For more information, visit [ryerson.ca/ce/publishing](http://ryerson.ca/ce/publishing) or contact Brad Horning and Meg Taylor, Academic Coordinators, at [publish@ryerson.ca](mailto:publish@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CDPB 300 Publishing: Children's Classics in the 21st C
- ▶ CDPB 301 Publishing: Publishing for Children
- ▶ CDPB 309 Publishing: Editing Books for Children and Teens
- ▶ CDPB 313 Publishing: Sales and Mktg for Chldn and YA

These courses may be applied to the Publishing certificate (see page 104 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## COMPUTER APPLICATIONS

This course series is intended for individuals who have an interest in keeping up with the latest and hottest computer-specific applications, technology, and software. Students may take any combination of three courses in the series, in any order.

For more information, please contact [ce@ryerson.ca](mailto:ce@ryerson.ca) or call 416.979.5035.

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select three)

- ▶ CKCS 900 Computer Science: Introduction to C++
- ▶ CKCS 901 Computer Science: Introduction to Cloud Computing
- ▶ CKCS 902 Computer Science: Digital Speech Processing
- ▶ CKCS 903 Computer Science: Fundamentals of Speech Recognition
- ▶ CKCS 904 Computer Science: Introduction to Eye Tracking
- ▶ CKCS 905 Computer Science: Contracting for Cloud Computing
- ▶ CKCS 910 Computer Science: Fast Track in SEO
- ▶ CKCS 911 Computer Science: Data Analytics for Non-Data Analyst

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



## COSTUME SPECIALTIES

Theatrical costumes are created to meet the aesthetic and physical needs of a production, using specialized techniques and methods to achieve the custom designs created for the fantastical world of performance. This course series offers classes in the theatrical approach to costume dyeing, painting breakdown, surface design, embellishment, and specialty building. The practical studio approach offers designers, artists, and artisans alternative practices that they can incorporate into their own work.

For more information, visit [ryerson.ca/ce/costume](http://ryerson.ca/ce/costume) or contact Jennifer Triemstra-Johnston, Instructor, at [jtriemst@ryerson.ca](mailto:jtriemst@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CDTH 460 Theatre: Costume Painting and Dyeing
- ▶ CDTH 461 Theatre: Costume Specialty Building
- ▶ CDTH 462 Theatre: Costume Surface Design

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



Pavel L Photo and Video / Shutterstock.com

## CREATIVE PHOTOGRAPHY

If you have a passion for photography, welcome to the new course series in Creative Photography. Short-term courses between 12 and 24 hours in the evenings, and/or weekends, will test your creative abilities. Landscape, documentary, websites, portfolio development, portraits, and even pinhole digital imaging are some of the courses offered. Courses will be taught by professional photographers who work in the industry and who will help you create your ideas.

For more information, contact Dennis Miles, Academic Coordinator, at [dmiles@ryerson.ca](mailto:dmiles@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select three)

- ▶ CDFP 350 Photography: Document to Documentary I
- ▶ CDFP 355 Photography: Digital B&W Photography
- ▶ CDFP 373 Photography: Document to Documentary II
- ▶ CDFP 388 Photography: Pinhole Digital Images
- ▶ CDFP 416 Photography: Street Photography
- ▶ CDFP 417 Photography: Night Photography
- ▶ CDFP 418 Photography: Landscape Photography
- ▶ CDFP 419 Photography: Exploring Toronto Landscapes
- ▶ CDFP 420 Photography: Making a Photographic Book
- ▶ CDFP 421 Photography: The Interpretive Portrait
- ▶ CDFP 422 Photography: Hollywood Style Portraits
- ▶ CDFP 423 Photography: The Portable Portrait Flash
- ▶ CDFP 925 Photography: Smartphones as a Fine Art Tool
- ▶ CDFP 927 Photography: Your Portfolio and Website
- ▶ CDFP 928 Photography: Building a Photography Website
- ▶ CDFP 929 Photography: Portfolio (Tools) Workshop

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



## CREATIVE WRITING

Creative writing is both a craft and an art. This course series will allow students to dip a toe into the world of imaginative writing and then continue with more advanced courses in a variety of genres. We welcome beginners and advanced writers, and everyone in between.

For more information, visit [ryerson.ca/ce/writing](http://ryerson.ca/ce/writing) or contact Ann Ireland, Academic Coordinator, at [aireland@ryerson.ca](mailto:aireland@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select a minimum of three courses, totalling a minimum of 60 hours)

- ▶ CWWR 298 Genre and Specialty Writing: Writing for The Children's Market
- ▶ CWWR 305 Genre and Specialty Writing: Beyond Writing Romance Novels
- ▶ CWWR 336 Autobiographical Writing: True to Life: Writing Your Own Story
- ▶ CWWR 367 Genre and Specialty Writing: The Art of Promotional Writing
- ▶ CWWR 369 Writing: Writers and the New Media
- ▶ CWWR 410 Writing: Short Fiction Writing - Level I
- ▶ CWWR 411 Writing: Short Fiction Writing - Level II
- ▶ CWWR 415 Writing: Fiction and Non-Fiction Writing
- ▶ CWWR 420 Writing: Novel Writing - Level I
- ▶ CWWR 421 Writing: Novel Writing - Level II
- ▶ CWWR 425 Writing: Short Fiction and Novel Writing - Level III
- ▶ CWWR 430 Writing: Writing Poetry: Rapping, Reading, Revising
- ▶ CWWR 436 Autobiographical Writing: True to Life: Writing Your Own Story - Level II
- ▶ CWWR 446 Genre and Specialty Writing: Writing Television Situation Comedy
- ▶ CWWR 450 Writing: From The Horse's Mouth - Getting Published
- ▶ CWWR 514 Writing: Works in Progress: Writing Workshop
- ▶ CWWR 952 Autobiographical Writing: Creative Travel Writing

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## ENTERING FOREIGN MARKETS

This course series is designed for students who wish to build on their existing cultural knowledge, language capabilities, or Canadian business experience in order to develop skills in entering foreign markets. Completion of this series will provide students with the tools to analyze foreign market opportunities and select appropriate entry mode strategies. Students will also develop the knowledge and skills required to design and implement foreign market strategies, organize overseas market operations, and develop strategies for multinational corporations. This series will also equip students with a solid understanding of the role of the Canadian government in the regulation of international trade and the competencies required to establish an export-import operation.

For more information, contact Carlyle Farrell, Academic Coordinator, at [farrellc@ryerson.ca](mailto:farrellc@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CGMS 522 Global Management: International Marketing
- ▶ CGMS 723 Global Management: International Trade
- ▶ CGMS 724 Global Management: Management of International Enterprise

These courses may be applied to the Global Management Studies certificate (see page 67 for more information) or to an applicable certificate. Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# ENTREPRENEURSHIP AND SMALL BUSINESS

## Formerly: Entrepreneurship and Multiculturalism

The three courses required for this course series will provide an essential body of knowledge needed to start and/or grow a business venture within a multicultural context.

For more information, please contact Sean Wise, Academic Coordinator, at [sean.wise@ryerson.ca](mailto:sean.wise@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

Students may only select one of CENT 526 or CENT 601.

- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CENT 505 Entrepreneurship: Small-Business Management
- ▶ CENT 526 Entrepreneurship: Entrepreneurial Behaviour and Strategy
- ▶ CENT 601 Entrepreneurship: Identifying Opportunities

## Note to course series students

CMKT 300, CZEN 300 and CZEN 500 deleted.  
CENT 500, CENT 505, and CENT 601 added.

The courses may be applied to the Entrepreneurship and Small Business certificate (see page 53 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# ENVIRONMENTAL SCIENCES

This course series provides individuals the opportunity to enhance their knowledge in a number of specific areas related to environmental sciences. Students receive a grounding in air, water, and soil processes and contamination, instrumentation, and experiment design. Human impact on the environment requires effective management practices to protect the environment. Environmental sciences offer an increasing number of career opportunities in fields as varied as ecology, occupational health and safety, physical science, bioremediation, engineering, law, and management.

For more information, contact Vadim Bostan, Academic Coordinator, Environmental Engineering Management and Science, at [enviro.science@ryerson.ca](mailto:enviro.science@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select three)

- ▶ CKES 120 Environmental Sciences: Environmental and Atmospheric Processes
- ▶ CKES 160 Environmental Sciences: Waste Management
- ▶ CKES 170 Environmental Sciences: Water Treatment
- ▶ CKES 180 Environmental Sciences: Site Assessment
- ▶ CKES 190 Environmental Sciences: Renewable Energy and Green Technology
- ▶ CKES 210 Environmental Sciences: Applied Environmental Analysis
- ▶ CKES 220 Environmental Sciences: Environmental Law and Practice

The courses may be applied to the Environmental Sciences certificate (see page 54 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# FAMILY SUPPORTS AND COMMUNITY ENGAGEMENT

This course series addresses the growing demand for skills that expand and integrate knowledge for practitioners in the fields of early learning, family support, community engagement, and health-related sectors. It will also support learners working in diverse community-based programs.

Students will gain knowledge and competencies to address challenges experienced by contemporary families while promoting healthy child development. This course series also focuses on specific strategies to engage families in effective planning, problem-solving, and decision-making processes that will improve conditions of family and community well-being.

For more information, contact Catherine Moher, Academic Coordinator, Family Supports, at [cmoher@ryerson.ca](mailto:cmoher@ryerson.ca) or 416.979.5000, ext. 2535.

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CSWP 936 Social Work: Community Engagement Practices
- ▶ CVFS 403 Family Supports: Family Supports Theory and Practice

## Electives (select one)

- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CSWP 935 Social Work: Engaging Diverse Communities
- ▶ CVFS 401 Family Supports: Contemporary Family Issues
- ▶ CVFS 406 Family Supports: Guiding Children's Development

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# FILM PRODUCTION TECHNIQUES USING MOBILE DEVICES

The current trends in mobile devices have provided consumers and media professionals alike with the tools to capture imagery and audio in ways that have never existed before with such immediacy. Instruction will include topics such as visual story telling, techniques for fiction and documentary filmmaking, video production techniques for social and informal media, editing and advanced postproduction techniques, and video publishing techniques for distribution to various media.

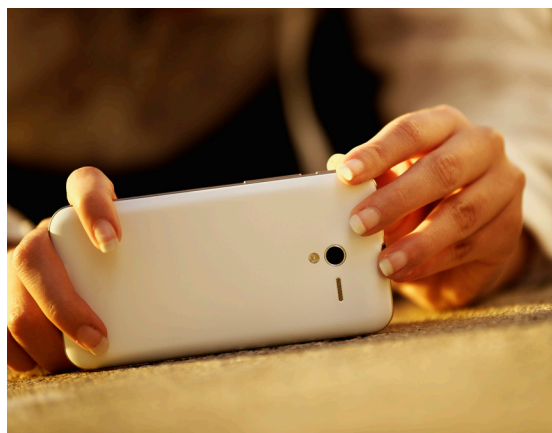
For more information, contact James Warrack, Academic Coordinator, Film Studies, at [jwarrack@ryerson.ca](mailto:jwarrack@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select four)

- ▶ CDMP 350 Film Studies: Visual Story Telling
- ▶ CDMP 351 Film Studies: Filmmaking Techniques
- ▶ CDMP 352 Film Studies: Video Productions Techniques
- ▶ CDMP 353 Film Studies: Film Editing Techniques
- ▶ CDMP 354 Film Studies: Advanced Post-Production
- ▶ CDMP 355 Film Studies: Video Publishing Techniques

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



## HEALTH ETHICS

Students will be provided with opportunities for exploring and examining ethical considerations in health and health care systems.

For more information, contact Pria Nippak, Academic Coordinator, at [pnippak@ryerson.ca](mailto:pnippak@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select three)

Students may only select one of CPHL 302 or CPHL 509.

- ▶ CPHL 302 Philosophy: Ethics and Health Care
- ▶ CPHL 334 Philosophy: Ethics in Professional Life
- ▶ CPHL 444 Philosophy: Ethics in Health Services Management
- ▶ CPHL 509 Philosophy: Bioethics
- ▶ CPHL 602 Philosophy: Health Policy: Ethics and Justice

The courses may be applied to the Health Studies certificate (see page 72 for more information) or to an applicable health-related certificate. Once you have successfully completed the courses, email [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the courses series you have completed. Upon verification, you will receive your professional development award.

## HEALTH INFORMATICS

Students will be introduced to the basic concepts of health informatics from both the information technology and health systems perspectives.

For more information, contact Pria Nippak, Academic Coordinator, at [pnippak@ryerson.ca](mailto:pnippak@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses (select three)

- ▶ CHIM 305 Health Information Management: Introduction to Health Informatics
- ▶ CHIM 306 Health Information Management: Healthcare Interoperability
- ▶ CHIM 307 Health Information Management: Human-Computer Interfaces in Healthcare
- ▶ CLAW 402 Law: Health Information Access and Privacy

### Note to course series students

CHIT 100, CHIT 201, CHIT 300, and CZLW 110 deleted.  
CHIM 305, CHIM 306, CHIM 307, and CLAW 402 added.

The courses may be applied to the Health Studies certificate (see page 72 for more information) or to an applicable health-related certificate. Once you have successfully completed the courses, email [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# HEALTH SERVICES MANAGEMENT

Students will be introduced to the basic principles of health services management.

For more information, contact Jim Tiessen, Academic Coordinator, at [jhtiessen@ryerson.ca](mailto:jhtiessen@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CHSM 305 Health Services Management: The Management Cycle
- ▶ CHSM 306 Health Services Management: Management Leadership and Decision-Making
- ▶ CHSM 437 Health Services Management: Human Resources Management in Healthcare

The courses may be applied to the Health Studies certificate (see page 72 for more information) or to an applicable health-related certificate. Once you have successfully completed the courses, email [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# THE HUMAN BODY

Mature working and non-working adults are increasingly aware of their need to learn, based on scientific evidence, how to transform their habits and lifestyles to meet the needs of their age and health situations when it comes to the human body. This course series provides the opportunity to educate adults about the human body and impacts to it, including the biology-based and chemistry-based science of food.

Each course in this series will explore the science underlying the human body and how to use the science to make informed life choices.

For more information, please visit [ryerson.ca/ce/humanbody](http://ryerson.ca/ce/humanbody) or contact Costin Antonescu, Academic Coordinator, Biology, at [cantonescu@ryerson.ca](mailto:cantonescu@ryerson.ca), or Noel George, Academic Coordinator, Chemistry, at [n3george@ryerson.ca](mailto:n3george@ryerson.ca). You may also contact Anne-Marie Brinsmead, Program Director, Engineering, Architecture, and Science, at [a2brinsm@ryerson.ca](mailto:a2brinsm@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CBLG 10A/B Biology: Anatomy and Physiology
- ▶ CKBG 100 Biology: Human Body Health Tools
- ▶ CKBG 110 Biology: The Science of Food Foundations
- ▶ CKBG 115 Biology: The Science of Supplements

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# IMMIGRATION AND SETTLEMENT STUDIES

This course series provides students with the knowledge and skills needed to serve immigrants and their families directly, create policy related to that service, or create a supportive workplace environment for diverse populations.

For more information about the Course Series in Immigration and Settlement Studies, please contact Ferzana Chaze, Academic Coordinator, Interdisciplinary Studies, at [ferzana.chaze@ryerson.ca](mailto:ferzana.chaze@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

(all available online via distance education)

- ▶ CINT 913 Interdisciplinary Studies: Issues of Migration
- ▶ CINT 914 Interdisciplinary Studies: Settlement Experiences
- ▶ CINT 915 Interdisciplinary Studies: Responses to Migration

## Electives (select one)

- ▶ CECN 640 Economics: The Economics of Immigration
- ▶ CGEO 691 Geography: Canadian Immigration: Patterns and Place
- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CMHR 600 Human Resources: Diversity and Inclusion in the Workplace
- ▶ CMHR 700 Human Resources: Cross-Cultural Dimensions of Organizational Behaviour
- ▶ CPSY 620 Psychology: Psychology of Immigration
- ▶ CPSY 941 Psychology: Cross Cultural Psychology
- ▶ CSOC 474 Sociology: Immigration, Borders and Belonging

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# INFORMATION ACCESS AND PROTECTION OF PRIVACY

Our current electronic age requires us to balance access to information and the right to privacy, and professionals are required to understand and support that balance. This course series is designed for professionals who want to better understand access versus privacy and security issues.

For more information, contact Avner Levin, Academic Coordinator, at [avner.levin@ryerson.ca](mailto:avner.levin@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CLAW 401 Law: Information Access and Privacy Protection
- ▶ CLAW 402 Law: Health Information Access and Privacy
- ▶ CZLW 120 Law: Law for Forensics Professionals

## Note to course series students

CZLW 100 and CZLW 110 deleted.

CLAW 401 and CLAW 402 added.

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# INTERDISCIPLINARY CONFLICT RESOLUTION AND TEAM BUILDING

This course series provides health and community services professionals and students with the knowledge and skills to work in interdisciplinary teams with a specific focus on understanding the nature of conflict and its root causes as well as team building. Students will explore a range of conflict resolution methods, approaches, and strategies. The relationship between conflict, conflict resolution, and issues of diversity will be addressed. The interpersonal skills and personal and professional values that impact on working in teams and the dynamics of an effective team will also be considered.

For more information, contact Ferzana Chaze, Academic Coordinator, Interdisciplinary Studies, at [ferzana.chaze@ryerson.ca](mailto:ferzana.chaze@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CINT 905 Interdisciplinary Studies: Conflict Resolution in Community Services
- ▶ CINT 907 Interdisciplinary Studies: Team Work for Community Services

## Electives (select one)

- ▶ CINT 920 Interdisciplinary Studies: Community Collaborations
- ▶ CINT 921 Interdisciplinary Studies: Writing for Disability Activism
- ▶ CSWP 935 Social Work: Engaging Diverse Communities

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# PROJECT MANAGEMENT

This course series will assist students who are interested in starting or transitioning to a project management career and project managers who need professional development units (PDUs) to maintain their professional credentials.

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select three)

Students select a total of three courses from one or more of the three streams.

### *Project Management Foundation Stream*

These courses cover the fundamentals of project management, planning and scheduling, and project management systems (Microsoft Project).

- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 203 Project Management: Planning and Scheduling
- ▶ CKPM 207 Project Management: Project Management Systems

### *Project Management Practitioner Stream*

These courses focus on managing risk and quality, as well as leading teams.

- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 209 Project Management: Project Risk and Quality Management
- ▶ CKPM 211 Project Management: Leadership in Project Management

### *Agile Project Management Stream*

To cater to entrepreneurial and digital environments, these courses present agile and emerging trends in project management.

- ▶ CKPM 202 Project Management: Fundamentals of Project Management
- ▶ CKPM 215 Project Management: Emerging Trends in Project Management
- ▶ CKPM 217 Project Management: Agile Project Management

## Note to course series students

CKPM 212, CKPM 213, and CKPM 214 deleted. CKPM 217 added.

The courses may be applied to the Project Management certificate (see page 92 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## RETAIL BUYING

Students will examine the role of the buyer, the procurement process, and merchandise management. An exploration of in-store design, layout, and display options using space planning software will also be covered.

For more information, please visit [ryerson.ca/ce/retail](http://ryerson.ca/ce/retail) or contact Sean Sedlezky, Academic Coordinator, Retail Management, at [ssedlezk@ryerson.ca](mailto:ssedlezk@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CRMG 400 Retail Management: Buying Process I
- ▶ CRMG 452 Retail Management: Visual Merchandising and Space Planning
- ▶ CRMG 909 Retail Management: Advanced Buying Process II

These courses may be applied to the Retail Management certificate (see page 106 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

## RETAIL OPERATIONS

Students will examine a variety of systems relevant to the retail environment through case studies and online discussions. Other topics will include teamwork, employee motivation, retail metrics, and meeting consumers' needs.

For more information, please visit [ryerson.ca/ce/retail](http://ryerson.ca/ce/retail) or contact Sean Sedlezky, Academic Coordinator, Retail Management, at [ssedlezk@ryerson.ca](mailto:ssedlezk@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

### Required Courses

- ▶ CRMG 301 Retail Management: Retail Operations Management
- ▶ CRMG 303 Retail Management: Service Quality Management
- ▶ CRMG 925 Retail Management: Leading in Retail Service Organizations

### Note to course series students

CRMG 900 and CRMG 901 deleted; CRMG 303 and CRMG 925 added.

The number of required courses remains at three.

These courses may be applied to the Retail Management certificate (see page 106 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.





# SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS (STEM)

In today's world, if aspiring and existing professionals in Science, Technology, Engineering, and Mathematics (STEM) wish to survive and thrive, they must continually redefine themselves and invest in their professional longevity by becoming more career-ready, more responsive to the demands of STEM employers and the rapidly changing labour market needs, more current and resilient, and more flexible and dynamic. In doing so, they will, in turn, benefit any STEM organization where they work, be it in business, government, government-business enterprise, or in research and not-for-profit.

For more information, contact Anne-Marie Brinsmead, Program Director, Engineering, Architecture, and Science, at a2brinsm@ryerson.ca.

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select one)

- ▶ CDCE 305 Workplace Communication in Canada (WCC): Intro to Intercultural Communication
- ▶ CDCE 306 Workplace Communication in Canada (WCC): Managing Workplace Relationships
- ▶ CDCE 307 Workplace Communication in Canada (WCC): Working with Culturally Diverse Clients
- ▶ CDCE 308 Workplace Communication in Canada (WCC): Cross Cultural Teamwork
- ▶ CENT 500 Entrepreneurship: New Venture Startup
- ▶ CENT 526 Entrepreneurship: Entrepreneurial Behaviour and Strategy
- ▶ CENT 601 Entrepreneurship: Identifying Opportunities

## Electives (select two)

### Emergency Management

- ▶ CKDM 120 Disaster Emergency Management: Emergency Operations and Incident Management
- ▶ CKDM 140 Disaster Emergency Management: Emergency Management Planning

### Environmental Science Management and Science

- ▶ CKES 120 Environmental Sciences: Environmental and Atmospheric Processes
- ▶ CKES 170 Environmental Sciences: Water Treatment
- ▶ CKES 180 Environmental Sciences: Site Assessment
- ▶ CKES 210 Environmental Sciences: Applied Environmental Analysis
- ▶ CKES 220 Environmental Sciences: Environmental Law and Practice

### Information Technology

- ▶ CCPS 109 Computer Science: Computer Science I
- ▶ CCPS 305 Computer Science: Data Structures and Algorithms
- ▶ CCPS 311 Computer Science: Object Oriented Programming and Design
- ▶ CCPS 393 Computer Science: Introduction to C and UNIX
- ▶ CKCS 110 Computer Science: Data Access and Management
- ▶ CKCS 230 Computer Science: Product Design and Ideation
- ▶ CKCS 231 Computer Science: Product Design for 3-D Printing
- ▶ CKCS 232 Computer Science: 3-D Animate, Model, Print Design
- ▶ CKCS 233 Computer Science: 3-D Print, Sculpt, SOLIDWORKS
- ▶ CKCS 234 Computer Science: 3-D Printing and Visualization
- ▶ CKDF 110 Computer Security and Digital Forensics: Computer Network Security
- ▶ CKDF 120 Computer Security and Digital Forensics: Computer Cryptography and Digital Steganography
- ▶ CKDF 130 Computer Security and Digital Forensics: Digital Forensics Systems
- ▶ CKDF 140 Computer Security and Digital Forensics: Security Architecture and Design
- ▶ CKDF 145 Computer Security and Digital Forensics: Certified Information Systems Security Professional (CISSP)
- ▶ CKDM 100 Disaster Emergency Management: Principles and Practices of Emergency Management

- ▶ CKDM 150 Disaster Emergency Management: Risk Management
- ▶ CKRE 100 Robotics and Embedded Systems: Embedded Systems Programming
- ▶ CKRE 110 Robotics and Embedded Systems: Digital Logic and Hardware Architecture
- ▶ CKRE 120 Robotics and Embedded Systems: Programming Robotics Systems
- ▶ CKRE 130 Robotics and Embedded Systems: Embedded Systems Hardware Architecture and Implementation

- ▶ CMTH 304 Mathematics: Probability and Statistics I
- ▶ CMTH 404 Mathematics: Probability and Statistics II
- ▶ CMTH 642 Mathematics: Data Analytics: Advanced Methods

- ▶ CZLW 120 Law: Law for Forensics Professionals

#### ***Lean Six Sigma Enterprise Continuity and Excellence and Sustainability***

- ▶ CKSS 100 Sustainability Management: Fundamentals in Sustainability I
- ▶ CKSS 101 Sustainability Management: Fundamentals in Sustainability II
- ▶ CKSS 210 Sustainability Management: Lean Six Sigma Contin Improvement
- ▶ CKSS 211 Sustainability Management: Lean Six Sigma Sust Bus Enterprise
- ▶ CKSS 212 Sustainability Management: Lean Six Sigma Quality Assurance

#### ***Mathematics***

- ▶ CMTH 500 Mathematics: Introduction to Stochastic Processes
- ▶ CMTH 501 Mathematics: Numerical Analysis I
- ▶ CMTH 600 Mathematics: Computational Methods In Mathematics
- ▶ CMTH 700 Mathematics: Financial Mathematics I
- ▶ CMTH 800 Mathematics: Financial Mathematics II

#### ***Organization Operations***

- ▶ CKDM 130 Disaster Emergency Management: Critical Analysis of Operations

#### ***Science***

- ▶ CBLG 143 Biology: Biology I
- ▶ CBLG 144 Biology: Biology II
- ▶ CBLG 151 Biology: Microbiology I
- ▶ CBLG 699 Biology: Social Factors in Drug Development
- ▶ CCHY 103 Chemistry: General Chemistry I
- ▶ CCHY 183 Chemistry: Introduction to Forensic Sciences
- ▶ CCHY 242 Chemistry: Organic Chemistry II
- ▶ CCHY 381 Chemistry: Physical Chemistry I
- ▶ CCHY 583 Chemistry: Alternative Energies
- ▶ CKCH 107 Chemistry: General Chemistry Laboratory
- ▶ CKCH 113 Chemistry: General Chemistry II
- ▶ CKCH 142 Chemistry: Organic Chemistry I
- ▶ CKCH 143 Chemistry: Organic Chemistry Laboratory
- ▶ CKCH 216 Chemistry: Analytical Chemistry I
- ▶ CKCH 217 Chemistry: Analytical Chemistry Laboratory I
- ▶ CKCH 223 Chemistry: Analytical Chemistry II
- ▶ CKCH 224 Chemistry: Analytical Chemistry Laboratory II
- ▶ CKCH 227 Chemistry: Biochemistry Laboratory I
- ▶ CKES 190 Environmental Sciences: Renewable Energy and Green Technology
- ▶ CPCS 111 Physics: Physics in the News
- ▶ CPCS 120 Physics: Physics I
- ▶ CPCS 130 Physics: Physics II
- ▶ CPCS 181 Physics: Introduction to Astronomy
- ▶ CPCS 182 Physics: Life in the Milky Way Galaxy
- ▶ CPCS 581 Physics: Advanced Topics in Astronomy

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# SOCIAL MEDIA PRACTICES AND REPUTATION MANAGEMENT

A social media presence enables senior management to share their perspectives with wider audiences, both external and internal, and garner reputational benefits from being online. Preparation for social media participation includes identifying the goals of social participation, selecting the right social platform, minimizing the risk of participation, and guiding the social conversation.

For more information, contact Nick Douloff, Academic Coordinator, Public Relations, at [ndouloff@ryerson.ca](mailto:ndouloff@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

- ▶ CDPR 100 Public Relations: Public Relations Principles
- ▶ CDPR 108 Public Relations: Social Media in Public Relations
- ▶ CDPR 110 Public Relations: Reputation Management

These courses may be applied to the Public Relations certificate (see page 102 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# SURVIVAL IN URBAN DISASTERS AND EMERGENCIES

This course series provides individuals the opportunity to attain functional proficiency in responding to and aiding workers and citizens in urban settings compromised by a disaster or emergency where support systems are limited or are non-existent. Competencies acquired in-class and through survival simulation activities include, but are not limited to, planning for urban survival, long-term survival strategies, expedient shelters, water, fire, heat, light and food access, safety, security and protection, navigating by day/night, hazards and threats, recovery on-the-ground, and the psychology of survival.

For more information, contact Alex Ferworn, Academic Coordinator, Disaster and Emergency Management, at [aferworn@ryerson.ca](mailto:aferworn@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select three)

- ▶ CKDM 100 Disaster Emergency Management: Principles and Practices of Emergency Management
- ▶ CKDM 120 Disaster Emergency Management: Emergency Operations and Incident Management
- ▶ CKDM 130 Disaster Emergency Management: Critical Analysis of Operations
- ▶ CKDM 140 Disaster Emergency Management: Emergency Management Planning
- ▶ CKDM 150 Disaster Emergency Management: Risk Management
- ▶ CKDM 160 Disaster Emergency Management: Emerging Issues

These courses may be applied to the Disaster and Emergency Management certificate (see page 46 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

# SUSTAINABILITY MANAGEMENT AND ENTERPRISE PROCESS EXCELLENCE

This course series provides individuals the competencies to promote sustainability by prioritizing, deploying, and implementing best practices with proven techniques, including Lean Six Sigma, to execute vital strategic plans in private and public enterprise. Individuals will come away with the ability to generate organizational transformation, resulting in eco-efficiency, innovative products and services, and engaged communities, all while gaining competitive advantage globally. They will also possess systems-thinking, decision-making, and consensus-building abilities to maximize their organizations' impacts.

For more information, visit [ryerson.ca/ce/sustain](http://ryerson.ca/ce/sustain) or contact Saeed Nejatian, Academic Coordinator, at [snejatian@ryerson.ca](mailto:snejatian@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses (select three)

- ▶ CKSS 100 Sustainability Management: Fundamentals in Sustainability I
- ▶ CKSS 101 Sustainability Management: Fundamentals in Sustainability II
- ▶ CKSS 210 Sustainability Management: Lean Six Sigma Contin Improvement
- ▶ CKSS 211 Sustainability Management: Lean Six Sigma Sust Bus Enterprise

These courses may be applied to the Sustainability Management and Enterprise Process Excellence certificate (see page 113 for more information). Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.



# URBAN AGRICULTURE

In order to help students develop their skills and capacity to address global problems, specifically those related to the current global food crisis and climate change, an urban agriculture course series has been developed as part of the elective offerings of The Chang School's Certificate in Food Security.

Students who complete this course series will gain in-depth knowledge of the technical aspects of urban agriculture as well as the policy dimensions and governance issues that must be taken into account in the development of effective urban agriculture systems.

For more information about the Course Series in Urban Agriculture, please contact Reg Noble, Academic Coordinator, Food Security, at [food@ryerson.ca](mailto:food@ryerson.ca).

Those who successfully complete this course series are eligible to earn a Professional Development Award from The G. Raymond Chang School of Continuing Education.

## Required Courses

(all available via distance education)

- ▶ CVFN 410 Food Security: Understanding Urban Agriculture
- ▶ CVFN 411 Food Security: Dimensions of Urban Agriculture
- ▶ CVFN 412 Food Security: Urban Agriculture Types
- ▶ CVFN 413 Food Security: Urban Agriculture Policy-Making

Once you have successfully completed the courses, email The Chang School at [ce@ryerson.ca](mailto:ce@ryerson.ca) with your name, student number, and the course series you have completed. Upon verification, you will receive your professional development award.

*Note: These courses have been developed in partnership with ETC-Urban Agriculture (ETC-UA) and the international network of Resource Centres on Urban Agriculture and Food Security (RUAF).*