

# CERTIFICATE IN BUSINESS COMMUNICATIONS NON-VOCATIONAL

*Flexible start dates to suit your study needs, goals and schedule*

*Programs taught by industry professionals and highly-qualified instructors*

*Develop skills for effective business communication in a fast 8-week program*

## Campus

Vancouver

Toronto

## Program Length

Daytime: 8 weeks

Schedules will be adjusted in December to accommodate public holidays

## Start Dates

2022 Daytime: Jun 20, Dec 5

## 2021 Fees

Lessons 3320\$

Material 270\$

Registration 200\$

Enrollment 2500\$

TOTAL 6.290\$

Optional accomodation 280\$ week

## Entry Requirement

- Students who are interested in attending Greystone College must have completed (graduated from) their final year of general schooling or GED, or have mature student status.

- In Toronto only, be at least 18 years of age, and pass a superintendent approved qualifying test.

- All applicants whose first language is not English must demonstrate an Advanced 1\* level of English with Greystone's online written test and speaking interview.

The online written and speaking test is exempt if TOEFL iBT 80, IELTS 6.5 or Advanced 1\* is presented. If an applicant fails to meet the minimum requirements, they cannot be waived by either the institution or the student. \*Students starting in 2022 require an Intermediate 4 English level (equivalent to TOEFL iBT: 60, or IELTS: 6.0)

## Program Description

Students will take the Organizational Behaviour and Managerial Communications courses to complete this certificate. Students will learn about the behaviour of individuals and groups in a business context and learn about how to communicate effectively within the business context.

## Program Schedule

Daytime Program Schedule

TIME	MON-THUR	FRI
9:00 AM-12:00 PM	Class	Class
12:00-1:00 PM	Lunch	No class
1:00-2:30 PM	Class	

## Courses

Organizational Behaviour

Managerial Communications

