DIPLOMA IN PROJECT MANAGEMENT
ACADEMIC OR CO-OP

ILSC

Greystone COLLEGE

- Learn about the stages of full-cycle project management and build career skills that are transferable to any industry and will support your success and growth in a variety of roles.
- Choose a co-op to build your Canadian experience and career networks for an extra edge on getting hired upon graduation.
- Learn from industry experts with recent project management experience.
- Prepare for the Certified Associate in Project Management (CAPM) exam - students who pass the exam will secure a globally-recognized qualification.

Learn more

Campus

Vancouver

Program Length

ACADEMIC
Evening: 64-66 weeks *(50 weeks study + up to 14 weeks scheduled breaks)*

CO-OP
Evening: 114-116 weeks *(50 weeks study + up to 14 weeks scheduled breaks + 50 week co-op placement)*
Schedules will be adjusted in December to accommodate public holidays.

Start Dates

Evening
2024: Jan 29, Mar 25, May 21, Jul 15, Sep 9, Nov 4, Dec 30 (first session of 2025)
2025: Feb 24, Apr 21, Jun 16, Oct 6

Scheduled Breaks

Winter Break 2024 / 2025
Dec 16 - 27, 2024 / Dec 22, 2025 - Jan 2, 2026

Language Level Requirement

INTERMEDIATE 4

(Equivalent to TOEFL iBT: 60, IELTS: 6.0)

OR Completion of a minimum of three full years of study in a secondary or post-secondary institution where the sole language of instruction is English.

Other Admission Requirements

View general Greystone College Admission Requirements for your chosen campus on our website for more details.

Program Description

Develop the technical, leadership, and business strategy skills required to move a project along its lifecycle phases. Build your understanding of project management principles and how they relate to the eight project performance domains according to the Project Management Body of Knowledge (PMBOK). In this program, you will explore topics like managing project scope and change, creating project plans, understanding staffing and risk management, classic and agile approaches, goal setting, and other skills. The program will prepare you for the Certified Associate in Project Management (CAPM) exam.

A Diploma in Project Management can open dynamic career opportunities in a variety of industries, with almost 87 million people expected to be working in project management roles globally by 2027.

Why Choose the Co-op Program?

Co-op or "co-operative education" combines academic study with a work placement related to your program. This popular Canadian learning approach provides you with hands-on experience in your study field, quality references, and networks that will give you a competitive edge for finding future work and growing your career. Program orientation and pre-placement support prepare you to find a suitable placement. Throughout the work experience term, you will receive support and guidance from a dedicated Co-op Program Advisor who will ensure you receive all the support you need to successfully complete the program.

Program Schedule

Evening Program Schedule

64-66 WEEKS ACADEMIC TERM
Total weekly study hours = 20
WORKPLACE SKILLS & TOOLS COURSE & ALL OTHER PROGRAM COURSES

TUE-THU*
5:30 – 9:00 PM
Class

FLEXIBLE
9.5 Hours per Week
Asynchronous Learning

The Workplace Skills and Tools course takes place for all students during their first session. **Students will also attend this course on campus on the very first Monday of the program. Students should also anticipate additional time for completing homework and projects.*

Co-op Schedule

Students who choose the co-op program will begin a co-op placement after completing their academic study portion. The co-op will last for 50 weeks for evening schedule students. Your daily co-op placement work schedule will vary, depending on the needs of your employer.

Diploma In Project Management Courses

The curriculum is subject to change.

ACADEMIC STUDY

INTRODUCTION TO BUSINESS MANAGEMENT
Get introduced to the concepts of management by exploring the roles and functions of managers in a business environment, and general topics like planning, organizing, and controlling.

MANAGE OPERATIONAL PLANS
Learn to develop and monitor the implementation of an operational plan to provide efficient and effective workplace practices.

PROJECT MANAGEMENT ESSENTIALS
Explore the foundational theories and principles of successful project management and gain an overview of the project life cycle and the integration of project management processes from initiation through to close.

PROJECT COST, RISK, AND QUALITY MANAGEMENT
Learn how to identify, analyze, and refine project costs to produce a budget, and how to use this budget as the principal mechanism to control project costs. Explore methods for managing risks that may impact the achievement of project objectives. This can involve identifying, analyzing, treating, and monitoring project risks, and assessing risk management outcomes. You will also learn quality management techniques such as exploring quality requirements, implementing quality control and assurance processes, and using review and evaluation to make quality improvements in current and future projects.

PROJECT SCOPE AND TIME MANAGEMENT
Learn to determine and manage project scope and time during projects which involves obtaining project authorization, developing a scope management plan, managing the application of project scope controls, determining and implementing the project schedule, and assessing time management outcomes.

STAKEHOLDER AND COMMUNICATION MANAGEMENT
Explore human resources management as it relates to projects. This involves planning for human resources, implementing personnel training and development, and managing the project team. Learn how to link people, ideas, and information at all stages in the project life cycle. Project communication management ensures timely and appropriate generation, collection, dissemination, storage, and disposal of project information through formal structures and processes.

CAPM CERTIFICATION EXAM PREPARATION
This targeted course will help you understand the CAPM Certification and application process, and help you review the key themes and topics that the exam covers.

INTRODUCTION TO AGILE PROJECT MANAGEMENT
Get introduced to the foundational theories and principles of agile project management, an iterative approach to project management that responds to change and adapts to and integrates new information and learning that happens along the project life cycle.

PROJECT INTEGRATION
Discover how to integrate and balance the overall project management functions of scope, time, cost, quality, human resources, communications, risk, and procurement across the project life cycle; and how to align and track project objectives to comply with organizational goals, strategies, and objectives.

NEW! WORKPLACE SKILLS & TOOLS
Learn the fundamental skills necessary for the Canadian workplace. Explore topics such as oral and written communication, computer skills, and workplace preparation. The course will also cover the necessary skills needed for academic study in the program.

CO-OP WORK EXPERIENCE

CO-OP WORK EXPERIENCE
During the co-op work placement, students will put their skills into practice in a local workplace in a position related to their specific program objectives. Students will be required to complete job tasks as assigned to them by the employer. In addition, students are required to provide regular feedback (monthly) on their placement experience to Greystone College using prescribed reporting forms.

THE CO-OP WORK EXPERIENCE COULD INCLUDE ENTRY-LEVEL POSITIONS IN ROLES LIKE

- Project Manager (or Junior Project Manager)
- Project Administrator
- Project Coordinator
- Project Team Leader

Bring your own device

To ensure our students have the most transformative learning experience, we recommend the following minimum device requirements:

- Windows 10 or Mac OS v.10.7 or higher
- Processor: Intel I5-6400 or Ryzen 5 1400 minimum
- Memory: 8 GB recommended
- Screen: 14 inches recommended
- Ports: minimum 1 USB 3.0 port
- Built-in camera, speakers and microphone
- Connectivity: WI-FI
- Speed: 50Mbps download speed recommended
- External numeric keyboard (optional but recommended)

Students are provided with a free Microsoft Office 365 account during their studies.

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LEARN MORE ABOUT OUR SCHOOL
GREYSTONECOLLEGE.COM

Greystone College of Business and Technology (Toronto) Inc. (Greystone College Toronto); Greystone College of Business and Technology (Greystone College Vancouver); and Collège Greystone (Greystone College in Montréal / Collège Greystone in Montréal); are herein collectively referred to as "Greystone College".