DURHAM COLLEGE
SUCCESS MATTERS

PROFESSIONAL AND
PART-TIME LEARNING



LEARN ANYWHERE
SUCCEED EVERYWHERE

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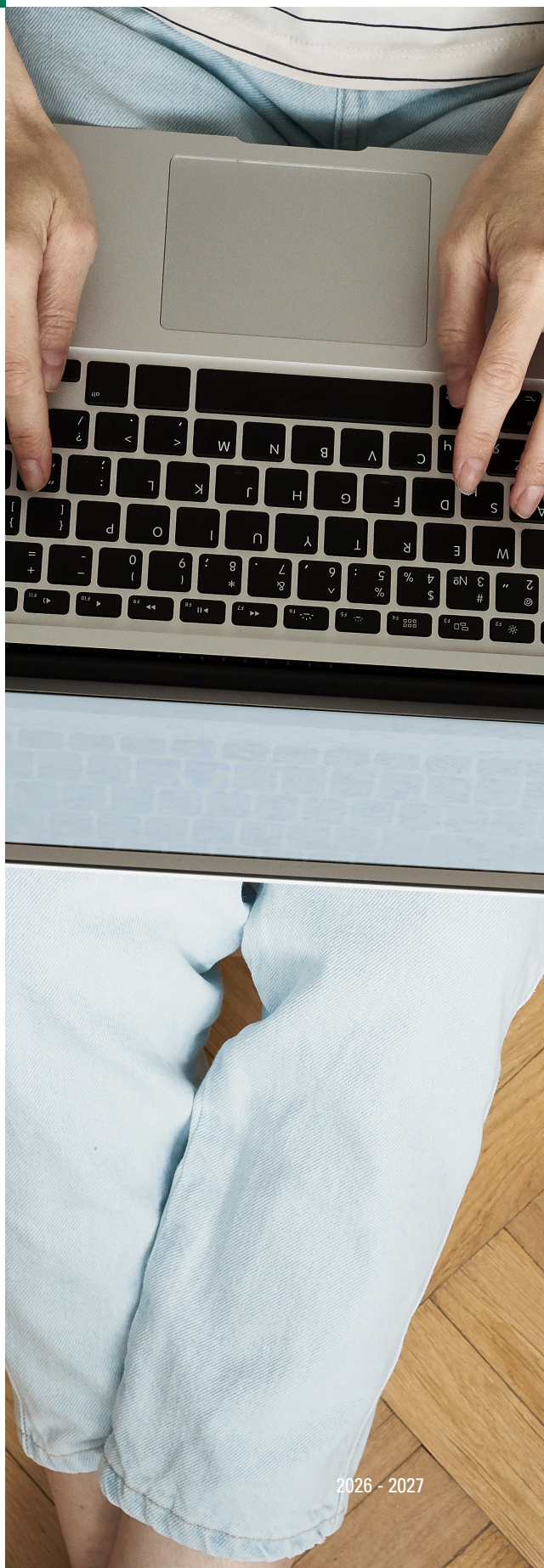
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Disclaimer: All reasonable efforts were made to ensure information in this document is current and accurate at the time of publication. The provisions of this guide are not to be regarded as an irrevocable offer by Durham College (DC) to the student. DC reserves the right to make changes without prior notice, affecting but not limited to, areas such as admission procedures, tuition, other fees, courses of instruction, programs of study and general regulations. DC will not be liable for any loss or damage incurred by the student as a result of such changes. For the most up-to-date information on all our courses please visit: www.durhamcollege.ca/ppl

LAND ACKNOWLEDGEMENT

Durham College acknowledges the lands and Peoples of the Mississaugas of Scugog Island First Nation.

We recognize the lands on which we gather are covered under the Williams Treaties and rest within the traditional territory of the Mississaugas, a branch of the Anishinaabeg Nation, which also includes Algonquin, Chippewa, Odawa, Ojibway and Pottawatomi. It is through the treaty process that we are able to live, learn, teach and prosper in this region. We acknowledge with gratitude this land and the Indigenous Peoples who have cared for and continue to protect Turtle Island (North America) and its resources. We commit to the responsibility of reconciliation and the work of increasing awareness and understanding of our shared history. We do so by recognizing the past and working towards a shared future as friends and allies. It is important to note that the acknowledgement statement was created in consultation with Durham College's First Peoples Indigenous Centre. To learn more about why we acknowledge the land and how to create your own Land Acknowledgement, visit the First Peoples Indigenous Centre.



ABOUT PROFESSIONAL & PART-TIME LEARNING

Professional and Part-time Learning (PPL) at Durham College offers exceptional online and part-time learning opportunities, including micro-credentials, recognition of achievements, diplomas, graduate certificates, college certificates, and professional development courses.

With PPL, you can complete a program one course at a time - making it easier to upgrade your skills and advance your career in just a few hours a week.

Our programs do not have a fixed tuition fee. Instead, you register and pay for each course individually. Course fees typically range from $300 to $550, with additional costs for textbooks when required. For detailed course fees, please refer to the current course offerings listed at the bottom of our program pages. You can then click on each individual course link to view a brief course description, start date, and applicable course fee.

Why consider choosing Professional and Part-Time Learning?

- **Flexible Scheduling:** Most of the courses begin monthly, allowing you to start your studies at a time that aligns with your personal and professional commitments - no need to wait for a new semester.
- **Diverse Program Options:** You will have access to over 70 programs and 850+ courses, including certificates, diplomas, and micro-credentials, designed to support career advancement and lifelong learning.
- **Pay-As-You-Go Model:** Register for one course at a time and progress through your program at a pace that suits you. This flexible approach supports individualized learning paths.



IMPORTANT DATES

At Durham College's Professional & Part-Time Learning, we make it easy to start when it works for you. Choose from multiple monthly intakes and enjoy the flexibility to learn on your schedule.



FALL 2026

REGISTRATION OPENS JULY 13, 2026

Fall Semester: Starts Sept 8

Oct Monthly: Starts Oct 1

Nov Monthly: Starts Nov 2

Dec Monthly: Starts Dec 1

WINTER 2027

REGISTRATION OPENS DEC 7, 2026

Winter Semester: Starts Jan 12

Feb Monthly: Starts Feb 1

Mar Monthly: Starts Mar 1

Apr Monthly: Starts Apr 1





SPRING 2027

REGISTRATION OPENS MAR 8, 2027

Spring Semester: Starts May 11

June Monthly: Starts June 1

July Monthly: Starts July 2

Aug Monthly: Starts Aug 3

With multiple start dates throughout the year, you don't have to wait to begin your journey. Learn when it works best for you! For the most current schedule and course offerings, visit www.durhamcollege.ca/ppl.

PROGRAM OFFERINGS

Scan the QR code to access the most up-to-date program offerings.

Whether you're looking to upskill, pivot into a new career, or explore a new passion, our programs are designed to support your next step.

* Students must be accepted into the program prior to registering for any courses.

BUSINESS

Diploma

- Business - Accounting *
- Business - Human Resources *
- Business - Marketing *
- Business - Supply Chain and Operations *
- Business Administration - Accounting *
- Business Administration - Human Resources *

Certificate

- Accounting Specialty
- Bookkeeping
- Business Analyst
- Business Fundamentals
- Entrepreneurship
- Human Resources Management Professional
- Human Rights Management for Professionals
- Leadership Development Series
- Marketing Management
- Office Administration Fundamentals
- Project Management Studies
- Social Media
- Supply Chain Foundations
- Taxation and Auditing

Recognition of Achievement

- Sales Professional
- Inclusive Leadership Practices

Professional Designations

- Association of Administrative Assistants

Other Credentials

- Fundamentals of Leadership

EDUCATION & TRAINING

Graduate Certificate

- Early Childhood Education Resource Consulting *

EDUCATION & TRAINING

Diploma

- Early Childhood Education *
- Educational Support *

Certificate

- Child Development Practitioner *
- e-Learning Developer
- Instructional Design
- Strategies and Assistive Technologies for Learning Disabilities *
- Teaching & Training Adults

Recognition of Achievement

- Applied Learning Disability Strategies for Educators
- Fundamental Principles of Learning Disabilities

Course Series

- Coaching and Mentoring for Supervisors in Child Care and Early Years Education
- Inclusion for Supervisors in Child Care and Early Years Education
- Financial Management in Community and Social Services
- Human Resources Management in Community and Social Services
- Pedagogy and Leadership
- Understanding the Early Years Act

CONSTRUCTION & TRADES

Certificate

- Building Environmental Systems: Facility Management
- Building Environmental Systems: Operator
- Construction Estimator
- Construction Management
- Ontario Association of Home Inspectors (OAHI)

PROGRAM OFFERINGS

Your next chapter starts here. Discover flexible, expert-led programs tailored to your professional and personal goals.

Scan the QR code to access the most up-to-date program offerings.

* Students must be accepted into the program prior to registering for any courses.

HEALTHCARE

Certificate

- Hospital Nursing Unit Clerk
- Medical Transcriptionist
- Mental Health for Healthcare Workers *
- Nephrology *
- Occupational Health Nursing *
- Palliative Care
- Thanatology
- Veterinary Office Assistant

Micro-credential

- Medical Terminology
- Veterinary Office Assistant - Specialization

Other Courses

- Coronary Care Nursing *
- PSW to PN Bridge *
- Transition to Practice (Nursing)

INFORMATION TECHNOLOGY

Certificate

- Microsoft Office
- Records and Information Management
- Technical Support Analyst

Recognition of Achievement

- Cisco® Certified Network Associate
- Cyber Security Fundamentals

Micro-credential

- AI Prompt Engineering & Agents
- AI For Business Analysis
- AI For Entrepreneurs
- AI for HR Professionals
- AI For Marketing
- AI For Project Management
- AI For Educators
- Python Development 1
- Python Development 2
- Python Web Development

COMMUNITY & LEGAL

Graduate Certificate

- Retirement Communities Management *

Diploma

- Library and Information Technician *
- Social Service Worker *

Certificate

- Children's Mental Health
- Criminal Psychology and Behaviour
- Food Service Worker
- Fundamentals of Addictions
- Fundraising Management
- Legal Office Assistant

Other Courses

- Court Transcription

GENERAL INTEREST

Certificate

- French
- Sewing
- Interior Decorating

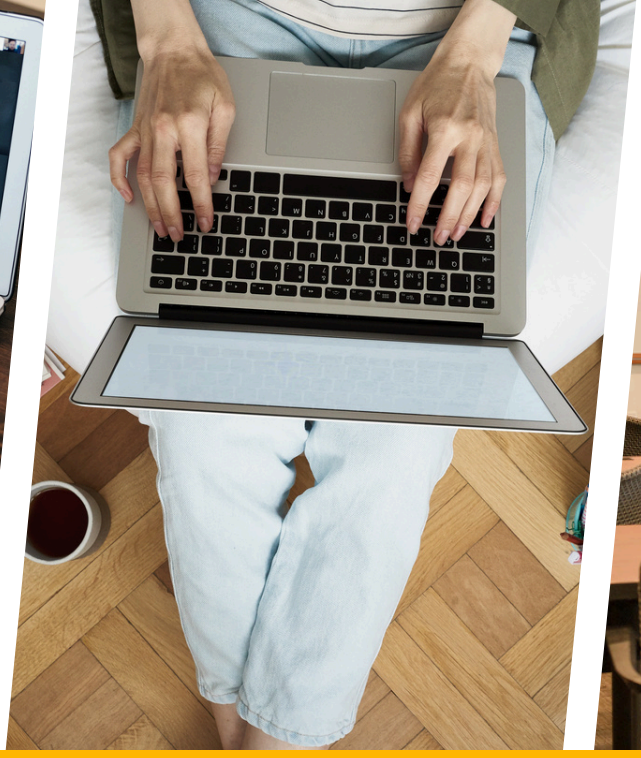
Micro-credential

- Graphic Design Photoshop & Illustrator

Other Courses

- Conversational French
- Cake Baking Basics
- Cake Decorating Basics
- Home Plumbing Basics
- Home Electrical Basics
- Intermediate First Aid & CPR-C/AED







HOW ARE COURSES DELIVERED?

Professional and Part-time Learning (PPL) offers a range of course delivery formats to support diverse learning preferences and schedules:

Online Asynchronous: Learn independently at your own pace each week with access to course content, assignments, and discussion forums. Deadlines apply to assessments.

Online Synchronous: Participate in live online classes with real-time interaction. Attendance at scheduled times is required. Reliable internet and active participation are essential.

Scan the QR code to see how you can register for your course today.

Hybrid Delivery: Combines online learning with in-person sessions, offering flexibility and engagement. The balance of delivery modes varies by course.

In-Person Delivery: Attend scheduled classes on campus with face-to-face instruction and hands-on learning. Ideal for those seeking a traditional classroom experience.

Field Placement: Gain real-world experience by working with an approved organization. Students complete a set number of hours along with course assignments.

ACADEMIC AND CAREER ENTRANCE (ACE)

What is Academic and Career Entrance (ACE)
The ACE Certificate program is a grade 12 equivalent certificate that is recognized for college admissions and for registering as an apprentice in Ontario.

The Academic and Career Entrance (ACE) courses and certificate are designed for anyone who:

- Needs the Ontario Secondary School Diploma (OSSD) equivalent courses.
- Has been out of school for some time.
- Aims to gain the necessary skills and knowledge to access further education and training.

ACE courses will help you:

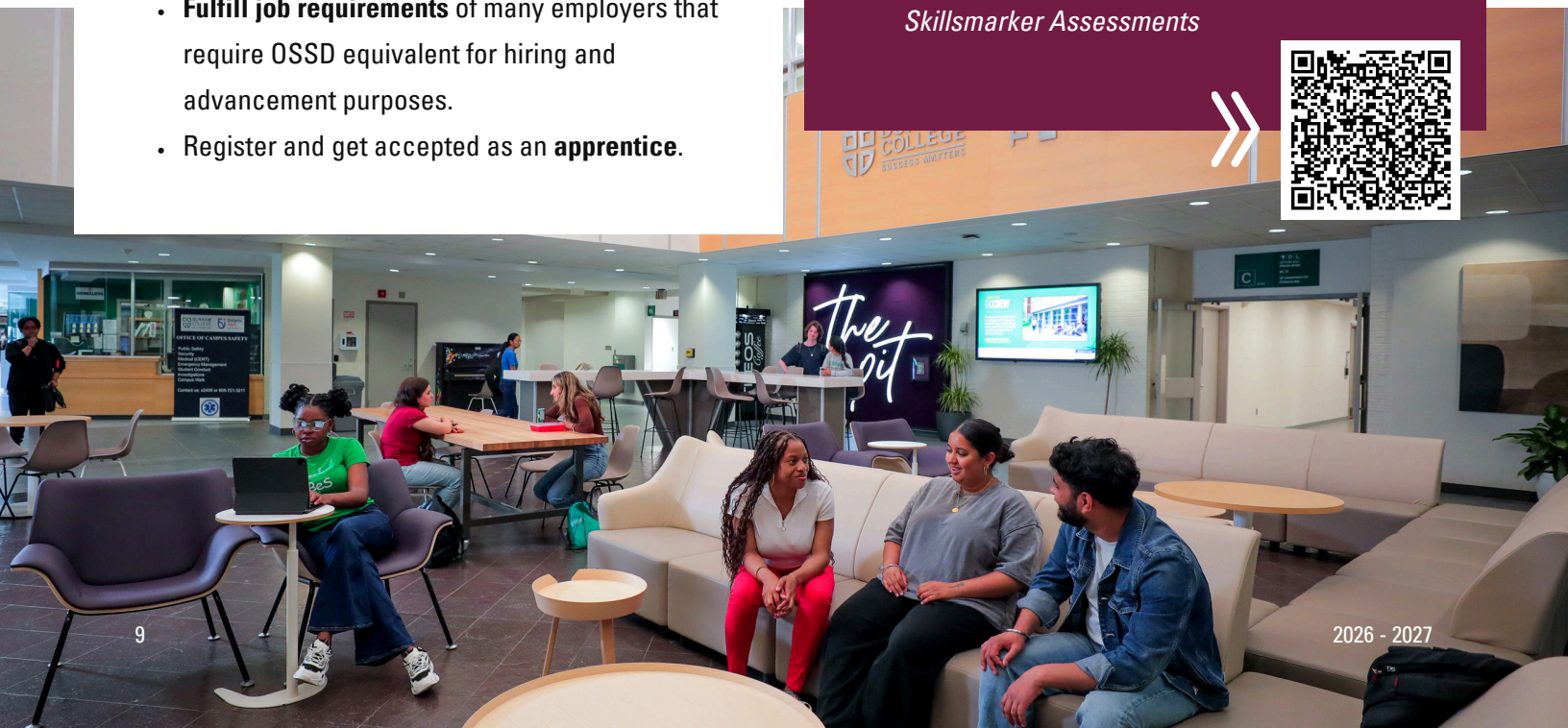
- **Meet Prerequisites for College Admission;** you can obtain equivalencies to an OSSD for admission to college and some university programs. These courses will also help you succeed in a range of post-secondary programs.
- **Fulfill job requirements** of many employers that require OSSD equivalent for hiring and advancement purposes.
- Register and get accepted as an **apprentice**.

Each ACE course is designed to help students develop the necessary competencies required for success in postsecondary education or the workplace:

- Apprenticeship Math
- Biology
- Business Math
- Chemistry
- Communications
- Computers
- Core Math
- Physics
- Self-Management and Self Direction
- Technology Math

You can take ACE courses for free if you:

- *are an Ontario resident*
- *are at least 18+ years old*
- *are proficient in English*
- *can meet the required entry scores on Skillsmarker Assessments*



STUDENT SERVICES AND SUPPORTS

Student Advisor

The Student Advisor is dedicated to student success by offering personalized academic plans and support. They assist with setting academic goals, developing educational paths, accessing DC resources like SALS and ASC, providing information on pathways to universities or post-graduate programs, and guiding future career goals. For more information, email ppladvising@durhamcollege.ca.

Access and Support Centre (ASC)

They offer confidential services and accommodations to ensure equal access to the academic environment for students at risk or with exceptionalities. They provide assistive technology, self-advocacy coaching, and success strategies, working with students and faculty to create inclusive learning environments. For more information, email asc@durhamcollege.ca.

Campus Recreation & Wellness Centre (CRWC)

For only $20.00 per month (tax included), students can enjoy full access to the weight room, track, and gymnasiums whenever the facilities are open. For more information, email campusrecfacilities@dc-uoit.ca.

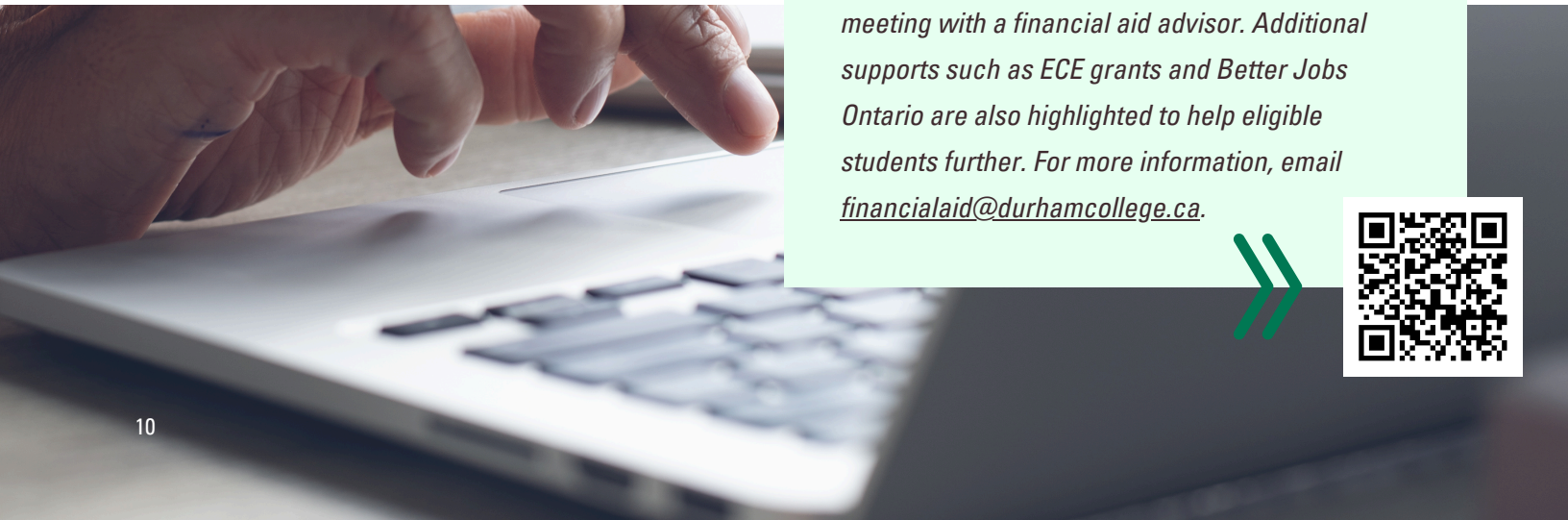
Student Academic Learning Services (SALS)

SALS offers free academic support for all students, whether full-time or part-time. Services include:

- **SALS Online:** Self-paced learning modules, workshops, and tutorial information accessible through DC Connect.
- **Peer Tutoring:** Opportunities to apply for or become a tutor.
- **One-on-One Appointments:** In-person or virtual sessions with Learning Specialists, available Monday to Friday, 9:00 am to 4:00 pm.
- **Academic Support:** Appointments, course-specific tutorials, English language and writing support, workshops, learning strategies, and quiet study spaces.

SALS operates at both Oshawa and Whitby campuses. For more information, email sals@durhamcollege.ca.

We've gathered financial support and aid resources specifically for part-time students on this page. Here, you'll find information on OSAP-eligible programs, how to apply for OSAP, important upcoming deadlines, and how to book a meeting with a financial aid advisor. Additional supports such as ECE grants and Better Jobs Ontario are also highlighted to help eligible students further. For more information, email financialaid@durhamcollege.ca.



STUDENT TESTIMONIALS

"I have four sons and I want to show them that it's not just a case of getting that one certificate, degree, or diploma. It's a case of constantly growing and improving and finding new paths in life"

ELIZABETH CAMPBELL
TEACHING AND TRAINING ADULTS

"The experience I gained from the course equipped me with the necessary tools to succeed in the workplace."

VIJAYETHA MAHADIKAR
CHILD DEVELOPMENT PRACITIONER

"This course exceeded my expectations, and the instructors' accessibility to help me and other students in the class was welcome."

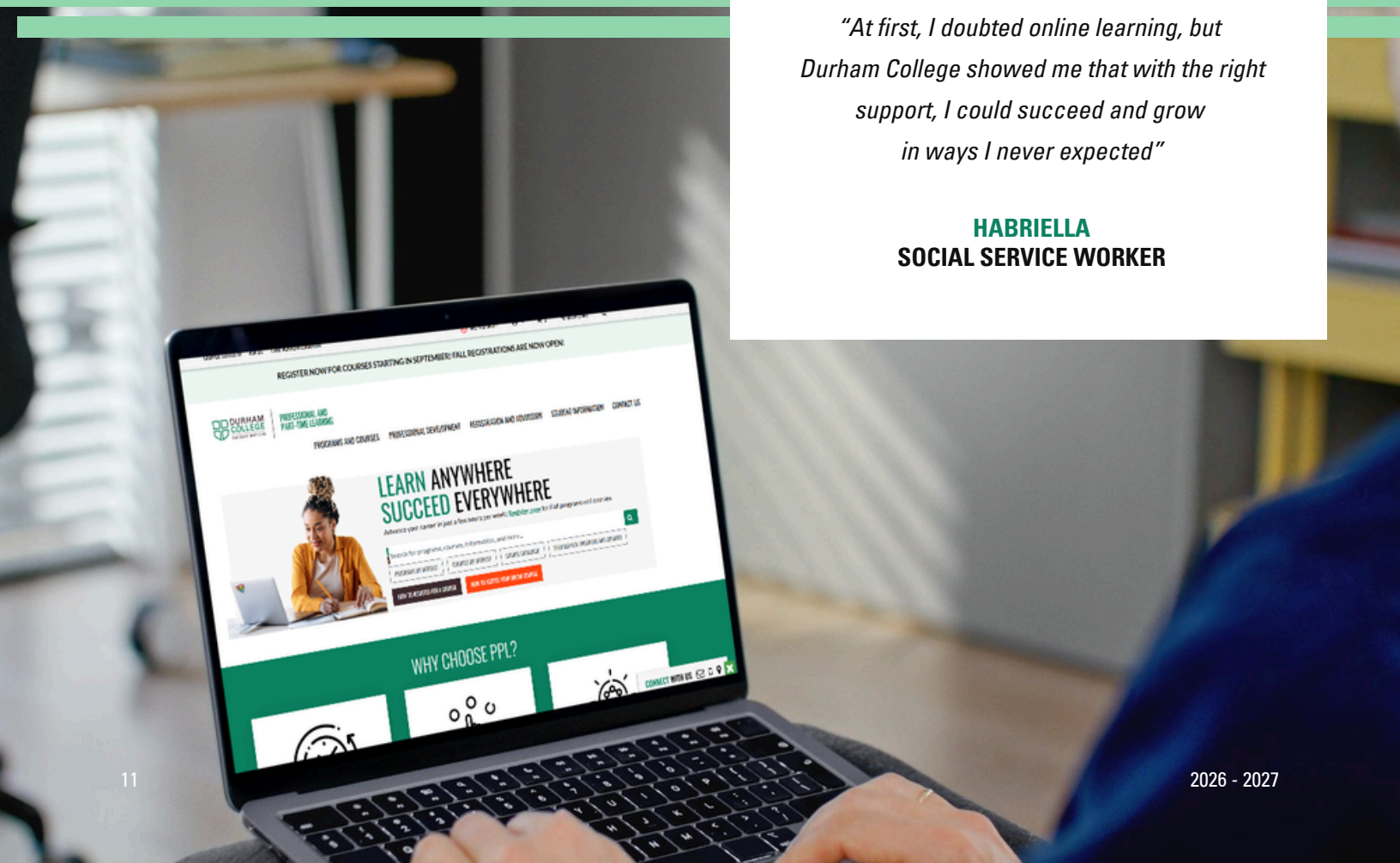
SEAN HARRAHER
EMPLOYEE TRAINING AND DEVELOPMENT COURSE

"As an Early Childhood Educator for more than 25 years, I can attest to what a rewarding experience it is to work in partnership with families, caregivers, and community partners to support children's learning, development and well-being, while fostering their sense of belonging."

LISA MCINTOSH
CHILD DEVELOPMENT PRACITIONER

"At first, I doubted online learning, but Durham College showed me that with the right support, I could succeed and grow in ways I never expected"

HABRIELLA
SOCIAL SERVICE WORKER





HAVE A QUESTION? CONNECT WITH OUR TEAM

Need guidance on online courses, part-time programs, or professional development offerings at Durham College's Professional and Part-time Learning? Our dedicated team is here to help with general inquiries, admissions and program applications, and more.

General Inquiries
ppl@durhamcollege.ca
905.721.3052

Location
Gordon Willey Building (RM A160)
(Near B-Wing Entrance)
Durham College,
2000 Simcoe St. N.,
Oshawa, ON L1G 0C5

Hours of Operation
Regular Hours:
Monday to Friday: 8:30 am - 4:30 pm
Phone Call Hours:
Monday to Friday: 9:00 am - 4:00 pm
Closed:
Saturday & Sunday

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