

Issue date: September 6, 2024

TRANSCRIPT

STUDENT AND PROGRAM INFORMATION			
Family Name:	PROMKAEW	Program Start Date:	September 25, 2023
First Name:	Vissarut	Program End Date:	September 6, 2024
Student ID #:	0000276179	Program Duration:	1 year
Program Name:	Service Excellence for Business Diploma with Co-op		
Location:	Toronto	Total Hours:	965

Course		Grades		Weeks	Hours
CSS01	Customer Service Skills	88%	High Pass	6	60
CWE01	Canadian Workplace Essentials	82%	High Pass	6	60
EEP01	Event Planning	84%	High Pass	6	60
FBS01	Food and Beverage Service	93%	Distinction	6	60
FDS01	Front Desk Services	84%	High Pass	6	60
HRF01	Human Resources Fundamentals	84%	High Pass	6	60
LLL01	Leadership	84%	High Pass	6	60
SSF01	Sales Fundamentals	82%	High Pass	6	60
WEP01	Work Experience Placement Course	100%	Distinction	N/A	5
PRAT24	Practicum 24 weeks	Complete		24	480

Program Attendance: 78%

Comments: Student has successfully completed the Service Excellence for Business Diploma with Co-op program.

Advanced Standing: N/A


ASSESSMENT LEGEND

Grades

90 – 100%	Distinction
80 – 89%	High Pass
70 – 79%	Pass
< 70%	Fail

In-progress	Coursework is in progress, final grade not yet determined
Not started	Course has not commenced
Withdrawn	Student has withdrawn from the course
Dismissed	Student was dismissed from the course
Complete	Student has completed the course requirements
Incomplete	Student has not completed the course requirements
Course Credit Transfer	Student was granted credit for the course taken in another program

To qualify for a diploma/certificate, students must achieve a minimum grade of 70% in each course and maintain a minimum of 70% attendance for the entire program.

PROGRAM DETAILS

6 weeks	6 weeks	6 weeks	6 weeks	24 weeks
Customer Service Skills	Food and Beverage Service	Front Desk Services	Human Resources Fundamentals	Work Experience Component
Canadian Workplace Essentials	Event Planning	Sales Fundamentals	Leadership	

*The 5-hour Work Experience Placement Course is delivered throughout the program of study.

Program Courses: 24 weeks (20 hours of instruction per week, plus a 5-hour Placement Course) – 485 hours.

Students are expected to successfully complete the required coursework to advance to the Work Experience component. Students must complete all courses with a minimum grade of 70%.

Work Experience Component: 24 weeks – 480 hours

The Work Experience Component is designed for students to apply the program outcomes through a work experience.

