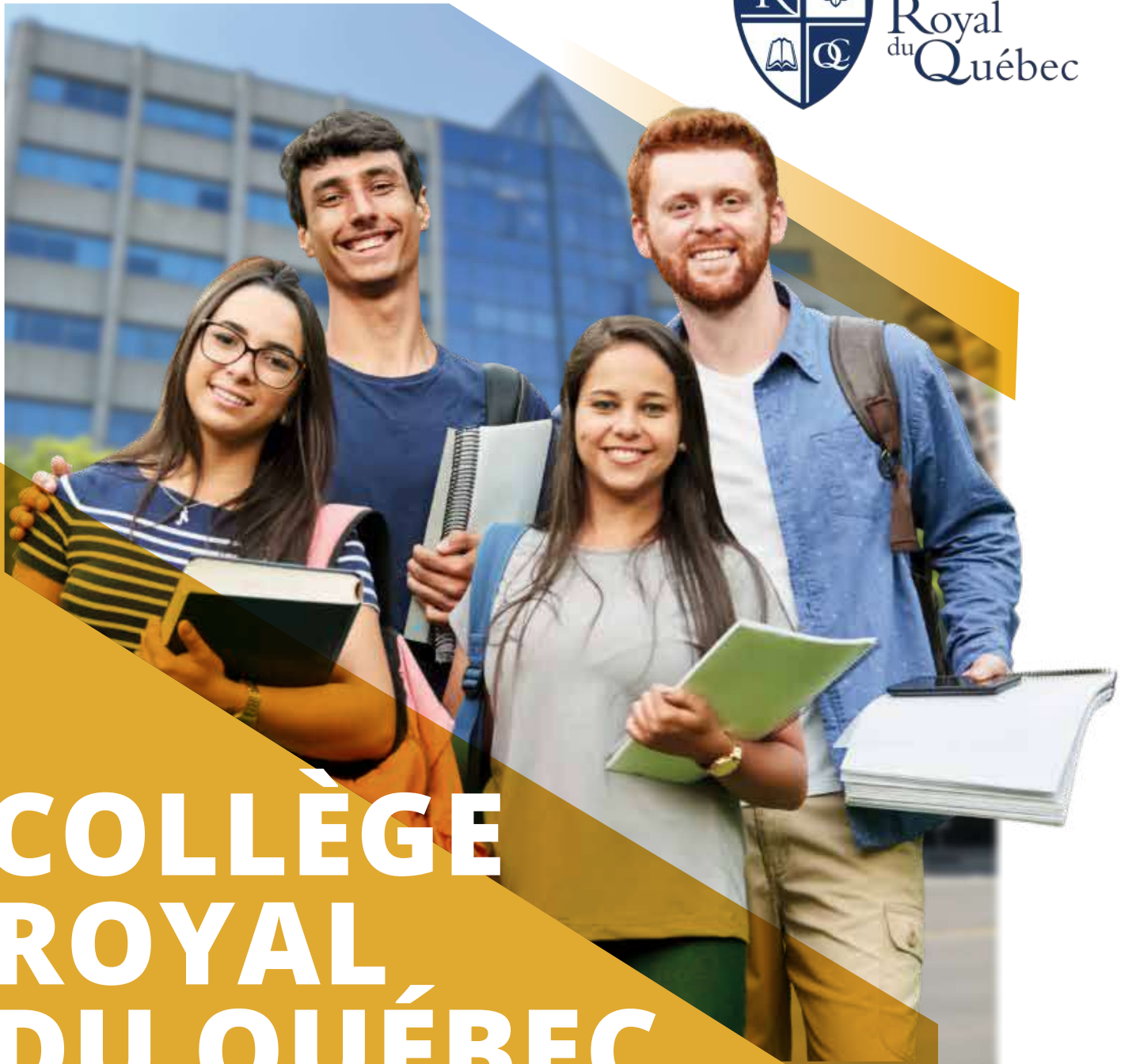




Collège  
Royal  
du Québec



# COLLÈGE ROYAL DU QUÉBEC BROCHURE

English

[www.crqc.ca](http://www.crqc.ca)

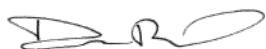
# Table of Content

Message From the Director General	03
About Collège Royal du Québec	04
<b>Adult General Education (AGE)</b>	
Secondary Education (Second cycle)	06
<b>Attestation of College Studies (ACS)</b>	
Accounting and Business Management	08
Insurance and Financial Services Consulting	09
Project Management	10
Residential Real Estate Brokerage	11
Admission Requirements for the ACS	12
<b>Continuing Education</b>	
Commercial Real Estate Brokerage	13
<b>Diploma of Vocational Studies (DVS)</b>	
Residential and Commercial Drafting	15
<b>Ontario Secondary School Diploma (OSSD)</b>	
OSSD (Grade 7 - 12)	17

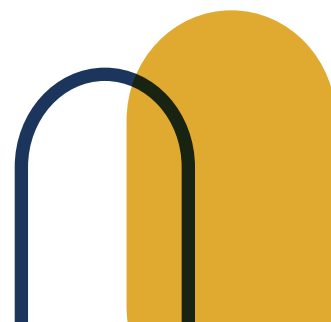
# Director General Message

It is with great pride that I welcome you to Collège Royal du Québec, an institution dedicated to providing high-quality education tailored to the realities of the job market and the aspirations of every learner. As a legally incorporated non-profit organization in Quebec, our mission is clear: to foster educational success by offering innovative, accessible programs aligned with the needs of emerging industries.

I invite you to explore everything our college has to offer and become part of this exciting educational journey. Through our slogan, **Succeeding Together**, we encourage you to build a bright future where knowledge, collaboration, and success come together every day.



**Dominique Blais**  
General Director & Vice-President  
Collège Royal du Québec



# About

## Collège Royal du Québec

Collège Royal du Québec's mission is to provide specialized training programs that meet the demands of the job market, emphasizing academic excellence, pedagogical innovation, and personalized support. We prepare our students to tackle the challenges of their respective fields by equipping them with practical skills tailored to the professional requirements of today and tomorrow.



## A Dynamic Campus in the Heart of Montreal

*“Located in downtown Montreal, Collège Royal du Québec offers modern facilities, collaborative spaces, and easy access to transit and green spaces—creating an inspiring and dynamic learning environment.”*



Collège Royal du Québec offers a modern, welcoming campus in the heart of Montreal at 1001 Sherbrooke Street East. Just five minutes from Sherbrooke metro and Parc Lafontaine, students enjoy easy access to green spaces, cafés, and cultural attractions. Our bright, spacious facilities include high-tech classrooms, collaborative areas, and relaxation spaces—all designed for student success. Located alongside other educational institutions, the campus encourages networking and interdisciplinary learning. Join a vibrant, forward-thinking academic community where your future begins!



## Secondary Education (Second Cycle)

### Adult General Education (AGE)

Collège Royal du Québec is officially authorized by the ministère de l'Éducation to offer Adult General Education – Second Cycle of Secondary Education, available both in person or online (French and English). Whether you want to resume your studies to earn your diploma, broaden your knowledge, or open up new career opportunities, our college is here to support you every step of the way.

Adult General Education is designed for anyone wishing to complete their schooling in a flexible environment adapted to the realities of adult life. You can progress at your own pace, according to your availability, with the support of a dedicated teaching team committed to your success.

Offered in  
**French | English**

---

*At Collège Royal du Québec, explore a range of courses to support your academic and personal goals, including:*

- French as the language of instruction
- French as a second language
- Mathematics
- Computer Studies
- Financial Education
- Québec Regional Geograph
- 20th Century History
- History of Québec and Canada
- Contemporary World
- Addiction Prevention
- Sexuality
- Personalized Career Guidance
- Entrepreneurship Exploration

*“ These courses are designed to meet ministry standards and provide you with a solid foundation, whether you plan to pursue further studies, enhance your skills, or improve your employment prospects.*



An official permit issued by the ministère de l'Éducation, guaranteeing the quality and recognition of the training.



The flexibility to take courses in person at our modern facilities in downtown Montreal or remotely, depending on your needs.



Personalized support and teaching methods tailored to adult learners



Resuming your studies is an investment in yourself. Whether you left school a few years ago or are ready to take on a new challenge, Collège Royal du Québec is your trusted partner to help you reach your goals.

**“Dare to take the next step and give new momentum to your educational journey.”**

For more information about Adult General Education and enrollment procedures, feel free to contact us. We will be happy to guide you through this essential process.





# Accounting and Business Management

(LCA.G0)

## Attestation of College Studies (ACS)

### Career Opportunities



Earning the ACS in Accounting and Business Management opens the door to a variety of positions, including:

- Accounting Clerk (NOC 14200);
- Accounts Receivable Clerk;
- Bookkeeping Clerk
- Accounting Technician (NOC 12200);
- Administrative Assistant – Finance;
- Budget Management Technician;

### Languages and Duration

This program is offered in French and English. The total duration of the program is **495 hours**.

The Accounting and Business Management program is designed for individuals who wish to develop versatile expertise in accounting, taxation, finance, and the management of administrative operations. This comprehensive program enables learners to acquire the technical and professional skills in demand within small, medium, and large enterprises, as well as in the public sector and non-profit organizations.

Structured around specialized courses and practical workshops, the program provides the tools to master the entire accounting cycle, produce financial analyses, use accounting software, and contribute to strategic and budget planning. This program is offered in French and English and leads to an Attestation of College Studies (ACS) recognized by the ministère de l'Enseignement supérieur.

*The program trains professionals to support accounting and administration, contributing to an organization's financial success. Graduates will be able to:*

- Record all financial transactions and prepare financial statements;
- Analyze and process data throughout the accounting cycle;
- Manage accounts payable, accounts receivable, and payroll;
- Use accounting, tax, and office software effectively;
- Advise management on profitability, financing strategies, and tax compliance;
- Ensure adherence to legal and regulatory obligations



# Insurance and Financial Services Consulting

(LCA.GM)

## Attestation of College Studies (ACS)

### Career Opportunities



With an ACS, graduates qualify for roles like insurance agents and brokers (NOC 63100), selling various insurance products to individuals and organizations. They may work for insurers, brokerage firms, or independently. Related job titles include:

- Insurance Agent
- Insurance Sales Manager
- Insurance Broker
- Insurance Representative

The Insurance and Financial Services Consulting program equips students with practical skills for careers in insurance and finance. Through specialized courses, simulations, and a 4-week internship, students gain hands-on knowledge in insurance, taxation, savings, credit, and the profession's legal and ethical standards.

This program is offered over four semesters and leads to an Attestation of College Studies (ACS) recognized by the ministère de l'Enseignement supérieur. It is available in both French and English.

### Languages and Duration

This program is offered in French and English. The total duration of the program is **1,605 hours**.

*The program trains consultants to offer expert, compliant advice and manage client relationships effectively. Graduates will be able to:*

- Analyze insurance, credit, and savings needs of individuals and businesses;
- Recommend and sell financial products and insurance policies that meet legal requirements and client needs;
- Interpret financial statements, produce financial analyses, and assess the tax implications of various decisions;
- Use technological tools, including customer relationship management (CRM) software, in compliance with confidentiality and security regulations;
- Communicate fluently in French and English in a professional context;



# Project Management

(LCA.FZ)

## Attestation of College Studies (ACS)

### Career Opportunities



The ACS in Project Management prepares graduates for a variety of roles, such as:

- Project Coordinator
- Assistant Project Manager
- Junior Project Manager
- Project Management Administrative Assistant
- Administrative Supervisor
- Project Management Technician

### Languages and Duration

This program is offered in French and English. The training consists of **1,065 hours**, including a 255-hour internship, delivered over five consecutive semesters.

The Project Management program is designed for individuals who wish to develop applied expertise in planning, executing, monitoring, and closing projects across a variety of sectors. This comprehensive program allows participants to acquire technical and professional skills that meet current labour market standards, in both the private and public sectors.

Structured around specialized courses and a workplace internship, the program covers all dimensions of project management: budget planning, risk management, team supervision, quality assurance, and internal controls.

This training leads to an Attestation of College Studies (ACS) recognized by the ministère de l'Enseignement supérieur. It is offered in French and English.

### *The program aims to train competent and versatile project managers able to:*

- Plan and organize all phases of a project effectively;
- Manage costs, resources, risks, and timelines;
- Implement integrated quality management methods;
- Lead multidisciplinary teams and resolve conflicts;
- Ensure monitoring and internal control of activities;
- Communicate clearly and professionally with all stakeholders;
- Contribute to achieving the organization's strategic objectives.



# Residential Real Estate Brokerage (EEC.21)

## Attestation of College Studies (ACS)

### Career Opportunities



The Residential Real Estate Brokerage ACS directly prepares graduates for professional practice regulated by the Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ). Completing the ACS and passing the certification exams are required to obtain a residential real estate broker's licence. Graduates may work independently or within licensed real estate brokerage agencies.

### Languages and Duration

This program is offered in French and English. The total duration of the program is 450 hours.

The Residential Real Estate Brokerage (EEC.21) program is designed for individuals who wish to acquire the knowledge, skills, and professional ethics required to practice as a residential real estate broker in Québec. This program is fully aligned with the requirements of the Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ), which regulates the profession and defines certification standards.

The program emphasizes mastering the legal and ethical framework set out by the Real Estate Brokerage Act, acquiring technical skills related to residential real estate transactions, and preparing for the mandatory OACIQ certification exams.

This training is offered in French and English and leads to an Attestation of College Studies (ACS) recognized by the ministère de l'Enseignement supérieur.

### The program aims to train competent residential real estate brokers able to:

- Apply the legal and regulatory provisions governing the profession;
- Carry out real estate brokerage activities in compliance with OACIQ rules and the highest ethical standards;
- Accurately draft brokerage contracts and offers to purchase, using the forms required by the OACIQ;
- Prepare effectively for OACIQ certification exams, a mandatory step toward obtaining the residential real estate broker's licence.

# Admission Requirements for the Attestation of College Studies (ACS) programs

To be eligible for the program, applicants must meet the general admission requirements set out in Article 4 of the College Education Regulations and the following specific conditions:

A person who has received instruction considered sufficient by the college and meets any of the following conditions may be admitted to a program of studies leading to an Attestation of College Studies:

- 01 The person has interrupted his or her full-time studies or pursued full-time postsecondary studies for at least 2 consecutive terms or 1 school year.
- 02 The person is covered by an agreement entered into between the college and an employer or by a government program of studies;
- 03 The person has interrupted his or her full-time studies for one term and pursued full-time postsecondary studies for one term.
- 04 The person holds a Secondary School Vocational Diploma.

A person who has a Secondary School Diploma and meets either of the following conditions may be admitted to a program of studies leading to an Attestation of College Studies:

- 01 The program of studies enables the person to pursue technical studies in a field for which there is no program of studies leading to a Diploma of College Studies.
- 02 The program of studies is covered by an agreement on training entered into between the Minister and a department or body of the Gouvernement du Québec.

\* Specific admission requirements for the LCA.FZ Project Management (ACS) program: Mathematics ST5, NS5, or 526 is required. If you have not completed this course, you will be able to take it during the first semester of your program with us.

\* To be eligible for graduation and the awarding of an Attestation of College Studies (ACS), students must meet the French language requirements established by the Charter of the French Language.



# Commercial Real Estate Brokerage (EEC.2C)

## Institutional Certificate of Achievement

The Commercial Real Estate Brokerage (EEC.2C) program is a short-term specialization designed for individuals who wish to acquire the specific skills required to practice as a commercial real estate broker in Québec.

Aligned with the requirements of the Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ), this training enables participants to master the

knowledge and practical skills needed to successfully pass the certification exam leading to the commercial real estate broker's licence.

This program is offered in French and English and leads to an Institutional Certificate of Achievement issued by the Collège Royal du Québec.

*\* This program is not recognized by the ministère de l'Éducation or the ministère de l'Enseignement supérieur.*

### *The program aims to:*

- Develop the core skills and knowledge required to effectively practice commercial real estate brokerage;
- Enable participants to understand the legal, technical, and financial specifics of commercial transactions;
- Provide a structured and intensive preparation for the OACIQ commercial brokerage certification exam;
- Facilitate a smooth and competent integration into the commercial real estate sector.

# Program Content

The program consists of two specialized courses totaling 140 hours.

## 01 Financial Specificities of Commercial Transactions

- Financial and tax considerations unique to commercial transactions
- Analysis of financial statements and applicable ratios
- Management of commercial financing particularities

## 02 Drafting Documents Related to Commercial Transactions

- Preparation of contracts and forms specific to commercial brokerage in compliance with Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ) standards
- Legal and contractual obligations
- Case studies and practical exercises

## Admission Requirements

To be eligible for this program, applicants must:

Hold an Attestation of College Studies (ACS) in Residential Real Estate Brokerage (EEC.21) issued by the Collège Royal du Québec or equivalent training recognized by the OACIQ.

\* Currently, this program is only offered as a specialization in commercial brokerage for individuals who have previously obtained an ACS in Residential Real Estate Brokerage.



### *Career Opportunities*

The Institutional Certificate of Achievement allows graduates to register for the OACIQ certification exam, which is a prerequisite for obtaining a commercial real estate broker's licence.

Graduates may subsequently work as commercial real estate brokers. These professionals typically practice within licensed real estate brokerage agencies or operate independently as self-employed brokers.



### *Languages and Duration*

The total duration is 140 hours, delivered in one full-time semester or through various part-time schedules. Courses are offered in French and English, with options adapted to adult learners (daytime, evening, or weekends).



# Residential and Commercial Drafting (5750)

## Diploma of Vocational Studies (DVS)

The Residential and Commercial Drafting (5750) program is designed for individuals who wish to acquire specialized skills in designing architectural and technical plans in residential, commercial, and industrial settings. This comprehensive program develops the ability to produce detailed plans using computer-aided drafting (CAD) software, in compliance with current standards and the instructions of architects and engineers.

This stimulating field requires precision, attention to detail, autonomy, and a solid understanding of geometric and technical principles.

The training leads to a Diploma of Vocational Studies (DVS) issued by the ministère de l'Éducation and is available in both French and English.

---

### *The program aims to:*

- Acquire the knowledge, skills, and attitudes needed to produce precise technical drawings;
- Perform on-site surveys and gather relevant technical information;
- Determine material quantities and prepare basic estimates;
- Master the use of drafting software and specialized digital tools;
- Design architectural, structural (concrete and steel), and building systems (ventilation, plumbing, electricity) plans;
- Develop the ability to create complete plans for residential and commercial buildings.

# Admission Requirements for the Diploma of Vocational Studies (DVS)

To be eligible for admission to this program, candidates must meet one of the following requirements:

Persons holding a Secondary School Diploma or its recognized equivalent, for example, an Attestation of Equivalence of Secondary V studies, or a postsecondary diploma such as the Diploma of College Studies or a Bachelor's degree

or

Persons who are at least 16 years of age on September 30 of the school year in which their training is to begin and have earned the Secondary IV credits in language of instruction, second language and mathematics in the programs of study established by the Minister, or have been granted recognition for equivalent learning.

or

Persons who are at least 18 years of age upon entry into the program and have the following functional prerequisites: the successful completion of the General Development Test (see the following table), or recognition of equivalent learning

or

Persons who have obtained Secondary III credits in language of instruction, second language and mathematics in programs established by the Minister are required to pursue general education courses, concurrently with their vocational training, in order to obtain the Secondary IV credits they lack in language of instruction, second language and mathematics in programs established by the Minister.



## Career Opportunities


This profession is ideal for individuals who demonstrate :

- A strong interest in drawing and precision
- Skills in calculation and geometry
- Resourcefulness and autonomy



## Languages and Duration

This program is offered in French and English, full-time over approximately 19 months and includes a 120-hour workplace internship.



# Ontario Secondary School Diploma

(OSSD)

The OSSD is a certification recognized across Canada and internationally, allowing eligible students to obtain an Ontario high school diploma.

To earn this diploma, students must have completed the equivalent of Grade 11 (or Secondary 5 in Quebec), obtain validation of their transcript and academic record by our Registrar, complete six pre-university courses in one of the three available streams (Science,

Business, or Liberal Arts), and complete between 10 and 40 hours of community service, depending on their previous academic level.

Additionally, students must successfully complete the Ontario Secondary School Literacy Course and Examination to be awarded the diploma.



## Grades 7 to 12 Curriculum

Follow the Ontario curriculum with a pathway from middle school to graduation.



## Open to International Students

A welcoming and inclusive program for both local and international learners.



## Specialized Streams

Choose your focus in Science, Business, or Liberal Arts.



## College & University Preparation

Build a strong academic foundation for post-secondary studies in Canada or abroad.



## ONLINE COURSE



# SUCCESSING TOGETHER

## CONTACT US



**Tel :** +1 514-360-7179

**Email :** [info@crqc.ca](mailto:info@crqc.ca)

**Web :** [www.crqc.ca](http://www.crqc.ca)

1001 Sherbrooke St., E., Suite 400  
Montreal, QC , H2L 1L3

## FOLLOW US

