

COURSE INFORMATION		PROGRAMS						BOOK INFORMATION				PRICES (CAD)	
CODE	NAME	OSCD	SCCD	CM	BM	PCS	CCBCC	NAME / AUTHOR / PUBLISHER / DATE	ISBN	ONLINE SOURCE (LINK)	BUY AT VANWEST	EST. PRICES	
BUS101	Cross-Cultural Communication	O	O	O	O	O	O	Intercultural Communication in the Global Workplace / Varner, Iris;Beamer, Linda / MGH / 2011	ISBN: 9780077476779	<a href="#">VITAL SOURCE</a>	YES	\$73.00	
BUS102	Interpersonal Skills for the Workplace	-	-	O	O	O	-	Human Relations: Interpersonal, Job-Oriented Skills / Andrew J. DuBrin; Terri M. Geerinck / PEARSON / 2014	ISBN-13: 9780134601175 ISBN-10: 0134601173	<a href="#">VITAL SOURCE</a>	YES	\$61.00	
BUS103	Marketing Essentials	O	O	O	O	O	-	Think Marketing: 3rd Canadian Edition / Keith Tuckwell; Marina Jaffey / PEARSON / 2019	ISBN 9780134834344	<a href="#">VITAL SOURCE</a>	YES	\$61.00	
BUS104	Organizational Behavior	-	-	O	O	-	-	Canadian Organizational Behaviour (Canadian Edition) 12th Edition / Steven McShane / MGH / 2024	ISBN-13: 9781264854493 ISBN-10: 1264854498	<a href="#">VITAL SOURCE</a>	NO	\$66.08	
BUS105	Principles of Management	O	O	O	O	-	-	MGMT 4th Edition / Chuck Williams / CENGAGE / 2024	ISBN: 9781774747834	<a href="#">VITAL SOURCE</a>	NO	\$62.66	
BUS106	Customer Service Skills	-	-	O	-	O	-	Customer Service Skills For Success 8th Edition / Robert Lucas / MGH / 2023	ISBN-13: 9781265575656 ISBN-10: 1265575657	<a href="#">VITAL SOURCE</a>	YES	\$60.00	
BUS107	Business Correspondence	O	O	O	O	O	O	Business Communication Essentials / Courtland L Bovee; John Thill; Jean A. Scribner / PEARSON / 2020	ISBN-13: 9780135262412 ISBN-10: 0135262410	<a href="#">VITAL SOURCE</a>	YES	\$69.00	
BUS108	Sales Strategies	-	-	O	-	-	-	Selling Today: Partnering to Create Value / Gerald L Manning; Michael L. Ahearne; Barry L Reece / PEARSON / 2018	ISBN-13: 9780134478333 ISBN-10: 0134478339	<a href="#">VITAL SOURCE</a>	YES	\$69.00	
BUS109	Workplace Preparation	O	O	O	O	O	O	Career Focus Canada: A Personal Job Research Guide (6th Edition) / Helene Martucci Lamarre; Karen McClughan / PEARSON / 2014	ISBN-13: 9780134572383 ISBN-10: 0134572386	<a href="#">VITAL SOURCE</a>	YES	\$58.00	
BUS114	Introduction to Accounting	O	O	O	O	-	-	Financial Accounting / H. Dauderis and D. Annand / V2023-A / LYRYX / 2022	N/A	N/A	NO	Free	
BUS115	Social Media Marketing	-	-	O	O	-	-	Social Media Marketing / Tracy L. Tuten / SAGE / 2021	ISBN-13: 9781529738018 ISBN-10: 1529738016	<a href="#">VITAL SOURCE</a>	NO	\$73.39	
BUS116	Project Management	O	O	O	O	-	-	Successful Project Management / Gido; Clements / CENGAGE / 2018	ISBN-13: 9781337095471 ISBN-10: 1337095478	<a href="#">VITAL SOURCE</a>	NO	\$89.54	
BUS117	Leadership Skills	O	-	O	O	-	-	Introduction to Leadership: Concepts and Practice (6th Edition) / Peter G. Northouse / SAGE / 2024	ISBN-13: 9781071942253 ISBN-10: 1071942255	<a href="#">VITAL SOURCE</a>	NO	\$84.00	
BUS118	Finance	O	-	O	-	-	-	Fundamentals Of Corporate Finance (11th Edition) / ROSS / MGH / 2022	ISBN-13: 9781260881387 ISBN-10: 1264101562	<a href="#">VITAL SOURCE</a>	YES	\$70.00	
BUS119	Sales Management	-	-	O	-	-	-	Sales Force Management: Leadership, Innovation, Technology / Mark W. Johnston; Greg W. Marshall / ROUTLEDGE / 2021	ISBN-13: 9780367682088 ISBN-10: 0367682087	<a href="#">VITAL SOURCE</a>	NO	\$86.24	
BUS120	E-Commerce	-	-	O	-	-	-	Business, Technology, and Society 16th Ed. / Kenneth C. Laudon; Carol Guercio Traver / PEARSON / 2021	ISBN13: 9780136931805 ISBN10: 0136931804	<a href="#">VITAL SOURCE</a>	YES	\$69.00	
BUS121	Market Research	-	-	O	-	-	-	Essentials of Marketing Research / Joseph Hair, David Ortinau, Dana E. Harrison / MGH / 2024	ISBN13: 9781266261503 ISBN10: 1260575780	<a href="#">VITAL SOURCE</a>	NO	\$66.08	
BUS123	Macroeconomics	O	O	-	-	-	-	Principles of Macroeconomics / Steven A. Greenlaw, David Shapiro / OPENSTAX / 2022	ISBN-13: 9781947172395 ISBN-10: 1947172395	<a href="#">OPENSTAX</a>	NO	Free	

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BUS130	Excel for Business Analytics	O	O	-	-	-	-	Microsoft Excel Step by Step (Office 2021 and Microsoft 365) / Curtis Frye / MICROSOFT / 2022	ISBN-13: 9780137564279	<a href="#">VITAL SOURCE</a>	YES	\$50.00	
BUS132A	Business Analytics	O	-	-	-	-	-	Spreadsheet Modelling and Business Analysis:A Practical Approach to Business Analytics 8th Ed. / Cliff Ragsdale / PEARSON / 2018	ISBN-13: 9781305947412	<a href="#">VITAL SOURCE</a>	YES	\$87.00	
BUS132B	Business Analytics	O	-	-	-	-	-	Business Intelligence: A Managerial Perspective on Analytics 4th Ed. / Ramesh Sharda; Dursun Delen; Efraim Turban / PEARSON / 2017	ISBN-13: 9780134633282 ISBN-10: 013463328	<a href="#">VITAL SOURCE</a>	YES	\$69.00	
BUS141	Negotiation	O	-	-	-	-	-	Negotiation. Harvard Business Essentials Series / Harvard Business Review / HARVARD / 2003	ISBN-13: 97814221317	<a href="#">VITAL SOURCE</a>	NO	\$36.92	
BUS143	Contract Administration & Law	O	-	-	-	-	-	Fundamentals of Contract and Commercial Management / IACC / VAN HAREN / 2013	ISBN-13: 9789087538118	N/A	NO	Free	
BUS171	Human Resource Management & Supervision	O	-	-	-	-	-	Management of Human Resources: The Essentials (5th Edition) / Gary Dessler; Nita Chhinzer; Gary L. Gannon / PEARSON / 2019	ISBN-13: 9780134305066	<a href="#">VITAL SOURCE</a>	YES	\$69.00	
SCM140	Procurement & Supply Management	O	O	-	-	-	-	Principles of Supply Chain Management: A Balanced Approach 5th Edition / Joel D. Wisner; Keah-Choon Tan; G. Keong Leong / CENGAGE / 2019	ISBN-13: 9781337406499	<a href="#">VITAL SOURCE</a>	NO	\$89.54	
SCM150	Operations & Process Management	O	O	-	-	-	-						
SCM160	Logistics in Supply Chain Management	O	O	-	-	-	-						
SCM192	Applied Supply Chain Strategy & Analysis	O	-	-	-	-	-						
SCM191	Sustainability in Supply Chain Management	O	-	-	-	-	-	Operations Management: Sustainability and Supply Chain Management, 13th Ed. / Jay Heizer; Barry Render; Chuck Munson / PEARSON / 2020	ISBN-13: 9780135173626 ISBN-10: 0135173620	<a href="#">VITAL SOURCE</a>	NO	\$76.15	
SCM193	Risk in Supply Chain Management	O	-	-	-	-	-	Supply Chain Risk Management: An Emerging Discipline / Gregory L. Schlegel / CRC PRESS / 2014	ISBN-13: 9781482205978 ISBN-10: 1482205971	<a href="#">VITAL SOURCE</a>	NO	\$93.06	

**ESTIMATED BOOK PRICES PER PROGRAM (CAD \$)**

OSCD OPERATIONS & SUPPLY CHAIN MANAGEMENT CO-OP DIPLOMA	SCCD SUPPLY CHAIN MANAGEMENT CO-OP DIPLOMA	CM COMMERCE & MARKETING CO-OP DIPLOMA	BM BUSINESS MANAGEMENT CO-OP DIPLOMA	PCS PROFESSIONAL CUSTOMER SERVICE CO-OP CERTIFICATE	CCBCC CROSS-CULTURAL BUSINESS COMMUNICATION CERTIFICATE
\$1,226.00	\$556.00	\$1,117.00	\$697.00	\$382.00	\$200.00

**PURCHASING A TEXTBOOK FROM VANWEST**

STEP 1. PAYMENT METHODS	STEP 2. E-MAIL	STEP 3. E-BOOK CODE
<ul style="list-style-type: none"> <li>E-transfer to <a href="mailto:accountant@vanwest.com">accountant@vanwest.com</a></li> <li>(Please mention the student ID number, student name and the course code) OR</li> <li>Cash, Credit, or Debit card pay at the Admissions office</li> </ul>	E-mail your receipt to <a href="mailto:vcp@vanwest.com">vcp@vanwest.com</a>	You will receive your e-book code by e-mail.

COURSE INFORMATION		PROGRAM	BOOK INFORMATION		PRICES (CAD)
CODE	NAME	HMCD	NAME / AUTHOR <small>*PUBLISHER: American Hotel &amp; Lodging Educational Institute (AHLEI)</small>		EST. PRICES
HM250	Supervision in the Hospitality Industry	O	Supervision in the Hospitality Industry, Sixth Edition / Jack D. Ninemeier		ISBN: 978-1-949324-19-8 <b>\$110.00</b>
HM281	Hospitality Facilities Management and Design	O	Hospitality Facilities Management and Design, Fourth Edition / David M. Stipanuk		ISBN: 978-0-86612-476-8 <b>\$110.00</b>
HM333	Managing Front Office Operations	O	Managing Front Office Operations, Tenth Edition / Michael L. Kasavana, Ph.D.		ISBN: 978-0-86612-550-5 <b>\$110.00</b>
HM338	Managing Housekeeping Operations	O	Managing Housekeeping Operations, Revised, Third Edition / Aleta A. Nitschke and William D. Frye		ISBN: 978-0-86612-336-5 <b>\$110.00</b>
HM349	Managing Service in Food & Beverage Operations	O	Managing Service in Food and Beverage Operations, Fifth Edition / Ronald F. Cichy and Philip J. Hickey, Jr.		ISBN: 978-0-86612-510-9 <b>\$110.00</b>
HM387	Security and Loss Prevention Management	O	Security and Loss Prevention Management, Third Edition (2013) / David M. Stipanuk, Cornell University and Raymond C. Ellis, Jr., CHE		ISBN: 978-0-86612-410-2 <b>\$110.00</b>

\* **HOSPITALITY MANAGEMENT PROGRAMS - ALHEI BOOKS:** The books must be purchased through VanWest. Upon registration of the HM program, VanWest will register you to ALHELI and you will receive an e-book code which also includes exams (<https://www.ahlei.org/>).

\* **CREATING AN AHLEI ACCOUNT:** [https://vanwest.com/downloads/VanWest\\_College\\_HM\\_AHLEI\\_Instructions.pdf](https://vanwest.com/downloads/VanWest_College_HM_AHLEI_Instructions.pdf)

ESTIMATED BOOK PRICES PER PROGRAM (CAD \$)	PURCHASING A TEXTBOOK FROM VANWEST	
<b>HMCD</b> HOSPITALITY MANAGEMENT CO-OP DIPLOMA  <b>\$660.00</b>	STEP 1. PAYMENT METHODS	<ul style="list-style-type: none"> <li>E-transfer to <a href="mailto:accountant@vanwest.com">accountant@vanwest.com</a> (Please mention the student ID number, student name and the course code) OR</li> <li>Cash, Credit, or Debit card pay at the Admissions office</li> </ul>
	STEP 2. E-MAIL	E-mail your receipt to <a href="mailto:college@vanwest.com">college@vanwest.com</a>
	STEP 3. E-BOOK CODE	You will receive your e-book code by e-mail.

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CODE	NAME	ECE	AUTHOR / DATE / NAME / PUBLISHER	ISBN	ONLINE SOURCE (LINK)	BUY AT VANWEST	EST. PRICES
EC1000	History, Philosophies, and Foundations of ECE	○	Bertrand, J. (2022). Becoming and being: an early childhood professional. (1st Canadian ed.). Cengage	978-1774747247	<a href="#">CENGAGE</a>	YES	\$87.00
EC1100	Understanding Child Growth and Development	○	Marotz, L. R. /Allen, K. Eileen (2020). Developmental Profiles: Pre-Birth Through Adolescence (8th Edition). Cengage	978-0357690444	<a href="#">CENGAGE</a>	YES	\$87.00
EC1200	Positive Approaches to Guiding Children's Behaviours	○	Miller, D. F. (2023). Positive Guidance (9 th Ed.). Cengage	978-0357625347	<a href="#">CENGAGE</a>	YES	\$87.00
EC1300	Health, Safety, and Nutrition in ECE	○	Pimento, B. & Kernersted, D. L. (2025). Healthy Foundations in Early Childhood Settings (7th Canadian ed.). Cengage	978-1778415395	<a href="#">CENGAGE</a>	YES	\$87.00
EC1400	Interpersonal Communication and Professionalism in ECE	○	Adler, R. B., Manning, J., Barfuss, N. K., Rolls, J. A., & Procter II, R. F. (2024). LOOK: Looking Out, Looking In. (5. Canadian, Ed.) Cengage	978-1774747711	<a href="#">CENGAGE</a>	YES	\$87.00
EC1500	Program Planning and Development in Early Learning and Child Care	○	Adams, S., Kronberg, A., Donley, M., & Lynch, E. (2022). Developing and Administering an Early Childhood Education Program. (10 th Ed.) Cengage	978-0357711286	<a href="#">CENGAGE</a>	YES	\$87.00
EC1600	ECE Curriculum 1: Music and Movement	○	Campbell, P. S. & Scott Kassner, C. (2019). Music in Childhood Enhanced: From Preschool through the Elementary Grades. (4 th Ed.) Cengage	978-80357704806	<a href="#">CENGAGE</a>	YES	\$87.00
EC1700	ECE Curriculum 2: Language and Literacy	○	Zimbalist, A., & Machado, J. M. (2023). Early Childhood Experiences in Language Arts. (12th Ed.) Cengage	978-0357711309	<a href="#">CENGAGE</a>	YES	\$87.00
EC1800	ECE Curriculum 3: Science and Math	○	Charlesworth, R. (2020). Math and science for young children (8th Ed.). Cengage	978-0357693643	<a href="#">CENGAGE</a>	YES	\$87.00
EC1900	ECE Curriculum 4: Creative Expression	○	Mayesky, M. & Howard, R. (2023). Creative Activities and Curriculum for Young Children. (12th Ed.) Cengage	978-0357711354	<a href="#">CENGAGE</a>	YES	\$87.00

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<p><b>ECE</b> EARLY CHILDHOOD EDUCATION CERTIFICATE</p> <p><b>\$870.00</b></p>	<p><b>STEP 1. PAYMENT METHODS</b></p>	<ul style="list-style-type: none"> <li>E-transfer to <a href="mailto:accountant@vanwest.com">accountant@vanwest.com</a> (Please mention the student ID number, student name and the course code) OR</li> <li>Cash, Credit, or Debit card pay at the Admissions office</li> </ul>
	<p><b>STEP 2. E-MAIL</b></p>	<p>E-mail your receipt to <a href="mailto:ece@vanwest.com">ece@vanwest.com</a></p>
	<p><b>STEP 3. E-BOOK CODE</b></p>	<p>You will receive your e-book code by e-mail.</p>