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TEXTBOOK LIST FOR VOCATIONAL COLLEGE PROGRAMS

COURSE INFORMATION		PROGRAMS					BOOK INFORMATION			LISTED PRICE (CAD)
CODE	NAME	SCMD	CM	BM	PCS	CCBCC	BOOK NAME / AUTHOR / PUBLISHER / PUBLICATION YEAR	ISBN	ONLINE SOURCE (LINK)	
BUS101	Cross-Cultural Communication	O	O	O	O	O	Intercultural Communication in the Global Workplace 5th (Varnier) / Varner, Iris;Beamer, Linda/ MGH/ 2011	9780077476779	N/A	N/A
BUS102	Interpersonal Skills for the Workplace	-	O	O	O	-	Human Relations: Interpersonal, Job-oriented Skills, 4th Canadian Edition / Andrew J. DuBrin; Terri M. Geerinck / PEARSON/ 2014	9780134601175 0134601173	VITAL SOURCE	$57.99
BUS103	Marketing Essentials	O	O	O	O	-	Marketing: An Introduction, Canadian Edition, 8th Edition / Gary Armstrong; Philip Kotler; Valerie Trifts; Danielle Wilson / PEARSON / 2025	9780137837175	VITAL SOURCE	$64.79
BUS104	Organizational Behavior	-	O	O	-	-	Canadian Organizational Behaviour 12th (Mcshane) / Mcshane / MGH / 2024	9781264854493 1264854498	VITAL SOURCE	$69.00
BUS105	Principles of Management	O	O	O	-	-	MGMT 4th Edition / Chuck Williams / CENGAGE / 2024	9781774747834	VITAL SOURCE	$69.95
BUS106	Customer Service Skills	-	O	-	O	-	Customer Service Skills For Success, 8th Edition / Robert Lucas / MGH / 2023	9781265575656 1265575657	VITAL SOURCE	$59.00
BUS107	Business Correspondence	O	O	O	O	O	Business Communication Essentials, 6th Edition / Courtland L Bovee; John Thill; Jean A. Scribner / PEARSON / 2025	9780138083373	VITAL SOURCE	$67.99
BUS108	Sales Strategies	-	O	-	-	-	Selling Today: Partnering to Create Value, 9th Canadian Edition / Gerald L Manning; Michael L. Ahearne; Barry L Reece / PEARSON / 2026/2027	9780135398845	VITAL SOURCE	$71.99
BUS109	Workplace Preparation	O	O	O	O	O	Career Focus Canada: A Personal Job Research Guide / Helene Martucci Lamarre; Karen McClughan / PEARSON / 2014	9780134572383 0134572386	VITAL SOURCE	$57.99
BUS114	Introduction to Accounting	O	O	O	-	-	Financial Accounting V2023-A / H. Dauderis and D. Annand / LYRYX / 2022	N/A	N/A	N/A
BUS115	Social Media Marketing	-	O	O	-	-	Social Media Marketing, 5th Edition / Tracy L. Tuten / SAGE / 2024	9781529623819	VITAL SOURCE	$107.60
BUS116	Project Management	O	O	O	-	-	Successful Project Management, 7th Edition / Gido; Clements / CENGAGE / 2018	9781337095471 1337095478	VITAL SOURCE	$79.95
BUS117	Leadership Skills	-	O	O	-	-	Introduction to Leadership: Concepts and Practice, 6th Edition / Peter G. Northouse / SAGE / 2024	9781071942253 1071942255	VITAL SOURCE	$99.00

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CODE	NAME	SCMD	CM	BM	PCS	CCBCC	BOOK NAME / AUTHOR / PUBLISHER / PUBLICATION YEAR	ISBN	ONLINE SOURCE (LINK)	
BUS118	Finance	-	O	-	-	-	Fundamentals of Corporate Finance, 12th Edition / ROSS / MGH / 2025	9781265659592	VITAL SOURCE	$69.00
BUS119	Sales Management	-	O	-	-	-	Sales Force Management Leadership, Innovation, Technology 14th Edition / Mark W. Johnston; Greg W. Marshall; Jessica L. Ogilvie / ROUTLEDGE/ 2025	9781040301319	VITAL SOURCE	$90.75
BUS120	E-Commerce	-	O	-	-	-	E-Commerce 2023: Business, Technology, Society / Kenneth Laudon / PEARSON / 2024	9780137922208	VITAL SOURCE	$67.99
BUS121	Market Research	-	O	-	-	-	Essentials of Marketing Research, 6th Edition / Joseph Hair, David Ortinau, Dana E. Harrison / MGH / 2024	9781266261503 1260575780	VITAL SOURCE	$59.00
BUS123	Macroeconomics	O	-	-	-	-	Principles of Macroeconomics / Steven A. Greenlaw, David Shapiro / OpenStax / 2022	9781947172395 1947172395	OPENSTAX	NA
BUS130	Excel for Business Analytics	O	-	-	-	-	Microsoft Excel Step by Step (Office 2021 and Microsoft 365) / Curtis Frye / MICROSOFT / 2022	9780137564279	VITAL SOURCE	$47.50
SCM140	Procurement & Supply Management	O	-	-	-	-	Principles of Supply Chain Management: A Balanced Approach, 7th Edition / Joel D. Wisner; Keah-Choon Tan; G. Keong Leong / CENGAGE / 2026/2027	9798214057798	VITAL SOURCE	$79.95
SCM150	Operations & Process Management	O	-	-	-	-				
SCM160	Logistics in Supply Chain Management	O	-	-	-	-				

TOTAL ESTIMATED BOOK COST PER PROGRAM (CAD $)

Supply Chain Management Co-op Diploma (SCMD)	Commerce & Marketing Co-op Diploma (CM)	Business Management Co-op Diploma (BM)	Professional Customer Service Co-op Certificate (PCS)	Cross-Cultural Business Communication Certificate (CCBCC)
$700	$1,100	$700	$310	$200.00

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COURSE INFORMATION		PROGRAM	BOOK INFORMATION		LISTED PRICE (CAD)
CODE	NAME	HMCD	BOOK NAME / AUTHOR / PUBLISHER	ISBN	
HM250	Supervision in the Hospitality Industry	O	Supervision in the Hospitality Industry, 6th Edition / Jack D. Ninemeier / American Hotel & Lodging Educational Institute (AHLEI)	978-1-949324-19-8	$150.00
HM281	Hospitality Facilities Management and Design	O	Hospitality Facilities Management and Design, 4th Edition / David M. Stipanuk / American Hotel & Lodging Educational Institute (AHLEI)	978-0-86612-476-8	$150.00
HM333	Managing Front Office Operations	O	Managing Front Office Operations, 10th Edition / Michael L. Kasavana, Ph.D. / Stipanuk / American Hotel & Lodging Educational Institute (AHLEI)	978-0-86612-550-5	$150.00
HM338	Managing Housekeeping Operations	O	Managing Housekeeping Operations, Revised 3rd Edition / Aleta A. Nitschke and William D. Frye / American Hotel & Lodging Educational Institute (AHLEI)	978-0-86612-336-5	$150.00
HM349	Managing Service in Food and Beverage Operations	O	Managing Service in Food and Beverage Operations, 5th Edition / Ronald F. Cichy and Philip J. Hickey, Jr. / American Hotel & Lodging Educational Institute (AHLEI)	978-0-86612-510-9	$150.00
HM387	Security and Loss Prevention Management	O	Security and Loss Prevention Management, 3rd Edition (2013) / David M. Stipanuk, Cornell University and Raymond C. Ellis, Jr., CHE / American Hotel & Lodging Educational Institute (AHLEI)	978-0-86612-410-2	$150.00

*** HOSPITALITY MANAGEMENT PROGRAMS - ALHEI BOOKS:** The books must be purchased through VanWest. Upon registration in the HM program, VanWest will register you with AHLEI, and you will receive an e-book access code that includes practice tests and the AHLEI exam (https://www.ahlei.org/).

*** CREATING AN AHLEI ACCOUNT:** https://vanwest.com/downloads/VanWest_College_HM_AHLEI_Instructions.pdf

TOTAL ESTIMATED BOOK COST PER PROGRAM (CAD $)	PURCHASING A TEXTBOOK FROM VANWEST					
Hospitality Management Co-op Diploma (HMMD) $900	**STEP 1. PAYMENT METHODS**	• E-transfer to **accountant@vanwest.com** (Please mention the student ID number, student name and the course code) *OR* • Cash, Credit, or Debit card pay at the Admissions office	**STEP 2. E-MAIL**	E-mail your receipt to **vcp@vanwest.com**	**STEP 3. E-BOOK CODE**	You will receive your e-book code by e-mail.

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COURSE INFORMATION		PROGRAM	BOOK INFORMATION				PACKAGE PRICE (CAD)
CODE	NAME	ECE	BOOK NAME / AUTHOR	ISBN	ONLINE SOURCE (LINK)	MINDTAP	
EC1000	History, Philosophies, and Foundations of ECE	O	Becoming and Being: an Early Childhood Professional / Bertrand, J	9780176916091	CENGAGE	YES	Buy at VanWest for $450
EC1100	Understanding Child Growth and Development	O	Developmental Profiles: Pre-Birth Through Adolescence, 9th Edition Child & Adolescent Development in your Classroom: Topical Approach, 4th Edition / Larotz, L. R., & Allen, K. E. Bergin, C. C. & Bergin, D. A.	9780357625026 9780357765425	CENGAGE CENGAGE	NO	
EC1200	Positive Approaches to Guiding Children's Behaviour	O	Positive Guidance, 9th Edition / Miller, D. F.	9780357625309	CENGAGE	YES	
EC1300	Health, Safety, and Nutrition in ECE	O	Healthy Foundations in Early Childhood Settings, 7th Canadian Edition / Pimento, B. & Kernested, D. L.	9781778415395	CENGAGE	YES	
EC1400	Interpersonal Communication and Professionalism in ECE	O	Look: Looking Out Looking In, 5th Canadian Edition / Adler, R. B. & Proctor II, R. F.	9781774747605	CENGAGE	YES	
EC1500	Program Planning and Development in ECE	O	Developing and Administering an Early Childhood Education Program, 10th Edition / Adams, S., Kronberg, A., Donley, M., & Lynch, E.	9780357513200	CENGAGE	NO	
EC1600	ECE Curriculum 1 - Music & Movement	O	Music in Childhood Enhanced: From Preschool through the Elementary Grades, 4th Edition / Campbell, P. S. & Scott-Kassner, C.	9781337560894	CENGAGE	YES	
EC1700	ECE Curriculum 2 - Language and Literacy	O	Early Childhood Experiences in Language Arts, 12th Edition / Zimbalist, A., & Machado, J. M.	9780357513088	CENGAGE	YES	
EC1800	ECE Curriculum 3 - Science and Math	O	Math and Science for Young Children, 9th Edition / Howard, R., & Charlesworth, R.	9780357636565	CENGAGE	NO	
EC1900	ECE Curriculum 4 - Creative Expression	O	Creative Activities and Curriculum for Young Children, 12th Edition / Mayesky, M. & Howard, R.	9780357630648	CENGAGE	NO	

Students have access to E-books for at least 12 months. Books labelled as MindTap include access to an interactive platform with digital content, study tools, and assessments.

TOTAL ESTIMATED BOOK COST PER PROGRAM (CAD $)	PURCHASING A TEXTBOOK FROM VANWEST					
Early Childhood Education Certificate (ECE) $450	**STEP 1. PAYMENT METHODS**	• E-transfer to **accountant@vanwest.com** (Please mention the student ID number, student name and the course code) *OR* • Cash, Credit, or Debit card pay at the Admissions office	**STEP 2. E-MAIL**	E-mail your receipt to **ece@vanwest.com**	**STEP 3. E-BOOK CODE**	You will receive your e-book code by e-mail.

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