LaSalle College Montréal

ACS | LCA.D0

Event Planning and Management

Duration
16 months (4 semesters, 840 hours)

Schedule
Full-time
Evening

Languages of Instruction
English, French

Method of Instruction
Online

Turn your passion for creativity, organization, and teamwork into a career as an event planner with our online ACS in Event Planning and Management. From weddings to conventions and fundraisers to festivals, unleash your potential to orchestrate unforgettable, one-of-a-kind celebrations.

Career Prospects and Career Fields

Event project managers have a variety of career paths to choose from: leading communication, team management, specializing in communications, or becoming a logistics manager. Consider entrepreneurship by organizing your own events.

- In-house Event Planner for companies, non-profits (foundations, associations), festival promotion, government entities, or for events agencies,
- Freelance Event Planner (corporate events and meetings, galas, festivals, weddings, fundraisers, sports events, conferences, conventions, trade fairs and exhibitions),
- Event Promoter,
- Conference Services and Convention Planning Officer.

Diploma and Accreditation

This Attestation of College Studies (ACS) is approved by the ministère de l'Enseignement supérieur of Québec and is internationally recognized.

ACS programs are part of continuing education and destined primarily for adults seeking to add value to their skill set or reorient their career.

A student without a Certificate of eligibility (CEO) who begins an ACS program in English will be required to demonstrate sufficient knowledge of French, as defined by the regulations of the Ministère de la Langue française, in order to graduate.

Montréal
2000, Sainte-Catherine Street West - 514 939-2006

Laval
1595 Daniel-Johnson Blvd. Suite 200 - 514 939-2006

For this program, you'll need to use your own computer equipment.

Admissions Criteria

Exceptions to these admission criteria may be applied. Every application is reviewed by the College. To be eligible for acceptance into an ACS program, applicants are generally required to meet one of the following criteria:

- Have interrupted their full-time studies for at least two (2) consecutive semesters or one (1) full school year; or
- Have followed post-secondary studies for a period of at least one (1) year; or
- Have a Secondary School Diploma (SSD) or a Diploma of Vocational Studies (DVS), and the program allows them to receive a technical training that is not available in a DCS program; or
- Have an equivalent education or an instruction deemed sufficient and meet the admission criteria set for college studies.

List of Courses

ACS programs are based on DCS program curricula, but do not have general education courses like French, English, or Philosophy.

Concentration Courses

Course	Hours
Introduction to Event Planning	(45 h)
Cultures, Etiquette and Protocols	(45 h)
Event Logistics	(60 h)
Introduction to Event Production Software	(45 h)
Resource Planning	(60 h)
Client-Supplier Communications	(45 h)
Service Contracts and Proposals	(45 h)
Presenting Project Plans	(45 h)
Observational Project	(45 h)
Event Marketing	(60 h)
Professional Portfolio	(45 h)
Project Management	(60 h)
Website Development	(45 h)
Event Coordination	(60 h)
Post-Event Activities	(45 h)
Human Resources	(60 h)

* The College reserves the right to substitute certain courses.