

# PARTS AND WAREHOUSING FOUNDATION

View on YouTube (<https://www.youtube.com/watch?v=Rx2Jkh7G3Fk>)

In this course, students will learn all aspects of becoming a Parts & Warehousing Person. This includes ordering, warehousing and keeping inventory control over parts and accessories for industries like the automotive, commercial transport, heavy duty, marine and warehousing sectors. A Parts & Warehousing Person is often responsible for receiving goods and sorting incoming parts, supplies and materials in a warehouse atmosphere, maintaining shipping and receiving records on the amount, kind and location of parts and supplies shipped or received, processing purchases, and reconciling inventories with physical counts. Upon successful completion, students will receive ITA Certificate of Completion, Level 1 Technical Training and 300 work-Based training hours.

## Apply to CMTN

Visit Apply to CMTN (<https://www.coastmountaincollege.ca/admissions/apply-to-cmtn/>) for an Admissions Checklist and to apply online.

Our Educational Advisors (<https://www.coastmountaincollege.ca/student-services/student-support/educational-advising/>) are here to help if you have any questions or need guidance along the way.

## Dates and locations

Intake	Location
TBD	Terrace Campus

Details below and also refer to the ITA documents at: [http://www.itabc.ca/sites/default/files/program-information/parts-and-warehousing-level-1-outline-july-2017\\_1.pdf](http://www.itabc.ca/sites/default/files/program-information/parts-and-warehousing-level-1-outline-july-2017_1.pdf)

Code	Title	Credits
PWHF 11001	Overview of Warehouse Operations	
PWHF 11005	Communications & Comprehensive Skills	
PWHF 11010	Warehouse Safety Skills	
PWHF 11015	Basic Handling Operations & Procedures	
PWHF 11020	Material Handling & Package Equipment	
PWHF 11025	Information Technology Warehousing	

Note: Students must take an ITA Certification of Qualification (C of Q) Exam. Students must achieve 70% or higher to pass the program and qualify to write the C of Q

Grade 12 OR Mature Student.

Four credits of English at a grade 10 level or equivalent AND Workplace Mathematics 10 (MWPM-10/WPM 10) or higher.

Fees	Domestic	International
Full Time	20 weeks	20 weeks
Tuition	\$2,182.40	
Fees	\$720.40	
Student Union Fees	\$112.76	
Medical Insurance	N/A	
Total Tuition	\$3,015.56	
Books and Supplies	\$200.00	
Total Program Cost	\$3,155.48	

Fees are effective August 1, 2025 for the 2025/26 academic year.

## Career opportunities

Upon successful completion of the Parts and Warehousing Foundations program students will be able to safely enter into the Parts and Warehousing field and demonstrate safety work practices, use basic skills and understand the basic principles needed begin their apprenticeship in the Parts and Warehousing Field. Students that successfully complete this program will receive Technical Training credit towards the Level 1 Industry Training Authority Parts and Warehousing 1 credential along with 300 Work Based Training Hours.

