

**Higher Certificate in Business Studies**

Total credits to be completed:	<b>124</b>	Years of full-time study:	<b>1</b>	(Class) delivery mode:	Contact (on campus) <input checked="" type="checkbox"/>	Distance (online) <input type="checkbox"/>
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**STUDY YEAR 1 OF 1**

Period	Module rules	Module code & name	Credits	✓
<b>Compulsory modules</b>				
Sem 1		ACRW5121 Academic Reading and Writing	12	
Sem 1	No need to do this module if you pass the diagnostic test before the semester starts	INTS5041 Information and Technology Skills	4	
Sem 1		BMAN5121 Business Management: An Introduction	12	
Sem 1		ECIN5121 Economics: An Introduction	12	
Sem 1		FINA5121 Financial Accounting A	12	
Sem 1		MKIN5121 Marketing: An Introduction	12	
Sem 1		IPIN5121 Industrial Psychology: An Introduction	12	
Sem 2		SLEA5121 Self-leadership	12	
Sem 2		BSTA5121 Business Statistics	12	
Sem 2		ETGC5121 Ethics and Global Citizenship	12	
<b>Subtotal of credits for compulsory modules</b>			<b>112</b>	
<b>Elective module (choose one from the list below)</b>				
Sem 2		BUSC5121 Business Communication	(12)	
Sem 2		PROM5061 Project Management	(12)	
Sem 2		BPLN5101 Business Plan	(12)	
<b>Subtotal of credits for elective modules</b>			<b>12</b>	
<b>Subtotal of credits for study year</b>			<b>124</b>	