

ICT Diplomas

Course & Exam board	Subjects	Duration	Entry Req.	Fees (US\$)
Computing Level 3 Diploma <i>NCC Education</i>	• Introduction to Computer Science • Introduction to Programming with Python • Digital World • Study & Presentation Skills • Mathematical Skills for Computing	6 months Day classes, (intakes: Jan, Apr, Jul & Oct)	5 O levels	\$130/month USD475 exam fees
Computing Level 4 Diploma <i>NCC Education</i>	• Computer Networks • Computer Systems • Databases • Algorithms & Mathematical concepts • Front end web development	• Software Engineering • Designing & Developing O-O Programs • Object Oriented Systems Analysis & Design	1 year Day, evening, wknd (intakes: Jan, Apr, Jul & Oct)	2 A levels + 5 O levels Or Certificate \$160/month fulltime \$120/month parttime USD730exam fees
Computing (with Business Management) Level 4 Diploma <i>NCC Education</i>	• Computer Networks • Computer Systems • Databases • Front end Web Development	• Understanding business organisations • E-Business • Essentials of Management • 1 elective from computing	1 year Day, evening, wknd (intakes: Jan, Apr and Jul)	2 A levels + 5 O levels Or Certificate \$160/month fulltime \$120/month parttime USD730 exam fees
Computing Level 5 Diploma <i>NCC Education</i>	• Agile Development • Mobile App Development • Network Security and Cryptography • Computing Project: plus 2 from • Analysis Design & Implementation; Artificial Intelligence; Back end Development; Data Analysis with Python, Data Science & Big Data, IT Project Management, Professional and Career Development	1 year Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma in Computing	\$120/month fulltime \$90/month part-time USD735 exam fees
Computing (with Business Management) Level 5 Diploma <i>NCC Education</i>	• Information Systems in Organisations • Principles of Business Operations • Business IT Project • IT Project Management plus 2 from: • Artificial Intelligence, Back end Web Development, Data Science & Big Data, Data Analysis with Python, Professional & Career development	1 year Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma in Computing with BM	\$120/month fulltime \$90/month part-time USD735 exam fees
Computing (with Cyber Security) Level 5 Diploma <i>NCC Education</i>	• Network Security Threats & Defense Mechanisms • Ethical Hacking & Information Security Assessments • Computer Forensics & Incident Investigation • Business IT Project. Plus 2 from: • Artificial Intelligence; Analysis Design & Implementation, Professional and career development, IT Project Management	1 year Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma in Computing or with BM	\$120/month fulltime \$90/month part-time USD735 exam fees
Computing (with Data Science) Level 5 Diploma <i>NCC Education</i>	• Artificial Intelligence • Data Science & Big Data • Data Analysis & Virtualisation with Python • Business IT Project Plus 2 from • Agile Development; Analysis Design & Implementation; Professional & Career development; IT Project Management	1 year Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma in Computing	\$120/month full-time \$90/month part-time USD735 exam fees

Course & Exam board	Subjects	Duration	Entry Req.	Fees (US\$)
Software Engineering BEng (University of Bolton)	- Undergraduate Project - Agile Programming - Enterprise Systems Development		Level 5 Diploma in Computing	\$3220 (<i>payment upfront</i>)
Computer Engineering Certificate ABMA	- The Computer - Principles of ICT Systems and Data Security - Customer Care - Introduction to Networking - Personal Computer Hardware Support	6 months Day, evening, wknd (intakes: Jan, Apr and Jul)	4 O Levels	\$130/month USD440 exam fees
Computer Engineering Level 4 Diploma ABMA	- Computer Systems; Computer Security - Management of Projects - Networking Technology - Personal Computer Software Support	6 months Day, evening, wknd (intakes: Jan, Apr and Jul)	2 A Levels or Certificate in Computer Engineering	\$130/month USD440 exam fees
Computer Engineering Level 5 Diploma ABMA	- Human Computer Interaction - IT Virtualisation - IT Server Management - IT Security - Advanced Networking Technology	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma	\$135/month USD480 exam fees
Computer Engineering Level 6 Diploma ABMA	- Data Centre Technology - Distributed and Concurrent Systems - Embedded and Digital Systems Engineering - Cloud Computing and Operation Systems - VSLI Design and Signal Processing	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 5 Diploma	\$135/month USD515 exam fees
Computing & Information Systems Certificate – ABMA	- Database Software - Introduction to programming - Small Business Systems - Optimise IT System Performance - Business Organisations	6 months Day, evening, wknd (intakes: Jan, Apr and Jul)	4 O Levels	\$130/month USD440 exam fees
Computing & Information Systems Level 4 Diploma – ABMA	- Information Systems - Computer Programming - Information Systems Analysis and Design - Information Presentation & Design - Web Technologies	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 3 Certificate	\$130/month USD440 exam fees
Computing & Information Systems Level 5 Diploma – ABMA	- Database Systems - Software Development - Information Systems Analysis and Design - Web Applications & Development - E-Commerce strategy	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 4 Diploma	\$135/month USD480 exam fees
Computing & Information Systems Level 6 Diploma ABMA	- Software Engineering, Algorithm Design and Analysis - Enterprise Architecture - Organisational Security - IT Project Management - Scalable Web and Ecommerce Security	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 5 diploma	\$135/month USD515 exam fees

ICT Short Courses

Course & Exam board	Subjects		Duration	Entry Req.	Fees (US\$)
International Computer Driver's License (ICDL)	• Computer & Online Essentials • Cyber Security • Word-processing • Spreadsheets	• Online Collaboration • Presentations • Using databases	4 weeks day or 7 weeks evening/wknd. Starts every Monday	Ability to communicate in English	\$70/module tuition + exam VRN - \$55 Total \$545
Advanced ICDL	• Advanced word • Advanced Excel	• Advanced Presentation • Advanced Database	1 week per module	ICDL	\$180/module
Digital Marketing (ICDL)	• SEO; Social Media Marketing & Promotion • Online Advertising; Email Advertising • Web Analytics; Mobile Marketing		2 months	Basic marketing	VRN- \$55 \$180/month Including exam
Digital Marketing Diploma Speciss College	• Modern Marketing Principles • Customer Experience & Communication • Digital Marketing Analytics • Copyright and Content for Marketing		5 months	Ability to use a computer	\$130/month \$125 exam
Cyber Security Short Course NCC Education	• Cryptography; PKI; Web Security • Email Security • Data Protection • Remote Access	• Vulnerability Assessment • Authentication • Access Control • Firewalls; VPN • Wireless Security	2 months weekend	Good IT knowledge Good understanding of English	\$140 per month Exam: \$94
Graphic Design Speciss College	• Communication Skills • Computing Systems • Graphic Design Software • Graphic Design Production		5 months	Ability to use a Computer	\$130 per month \$100 exam

Contact us:

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Secretarial School

Course	Subjects	Duration	Entry	Fees
Receptionist Certificate Speciss College	- The receptionist; The reception area - Petty Cash; - Grooming; - Telephone techniques	1 month	O level	\$130 \$5 study pack \$25 exam
Executive Secretarial Certificate Speciss College	- Business Administration 1 - English for Business - Bookkeeping 1 - Text Production 1 - Digital Literacy 1 (word, Excel, Emails)	6 months Day, evening, wknd	O level	\$195/month full-time \$130/month part-time \$125 exam
Executive Secretarial Diploma Speciss College	- Business Administration 2; - Text Production 2 - Meetings; Bookkeeping 2 - Digital Literacy 2 (Presentations, Online collaboration, advanced word)	6 months	Secretarial Certificate	\$195/month full-time \$130/month part-time \$125 exam
Executive Secretarial Advanced Diploma Speciss College	- Business Management; - Customer Service; - Events Management; Legal Environment - Digital Marketing (the ICDL one)	6 months	Secretarial diploma	\$195/month full-time \$130/month part-time \$125 exam
Office Management Certificate ICM	- Accounting - Business Management and Administration - Computer Appreciation and Applications - International Business Communications - Office procedures and Administration	6 months Day, evening, wknd	O levels	\$195/month full-time \$130/month part-time \$490 exam fees
Office Management Diploma ICM	- Business Law - Human Resource Management - Management Theory and Practise - Purchasing Management - Sales and Sales management	6 months Day, evening, wknd	Certificate	\$195/month full-time \$130/month part-time \$490 exam fees

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Technical School

Course & Exam board	Subjects	Duration	Entry Req.	Fees
Electrical & Electronic Engineering Certificate Level 2 City and Guilds	- Principles of Technology - Working in Engineering - Wiring and testing electrical circuits - Principles of electrical and electronic technology - Construct, test and fault finding electronic circuits - Maintaining Electrical Equipment and Systems	6 months Day, evening, wknd (intakes: Jan and Jul)	5 O levels including Math and English	\$130/month \$770 exam fees (includes centre fee)
Electrical & Electronic Engineering Level 3 Diploma City and Guilds	- Engineering Health and Safety, - Principles of electrical and electronic engineering - Maintaining Electrical Equipment and Systems - Power Supply and Analogue and Digital Circuit Principles and Faults - Electronic Power Control Principles and Practice - Engineering Science & Mathematics - Engineering Principles	6 months Day, evening, wknd (intakes: Jan and Jul)	Level 2 Diploma	\$216/month \$1190 exam fee
Light Motor Vehicle Maintenance (level 1 certificate 7290-10) City and Guilds	- Health, Safety and good housekeeping - Working Relationships In The Automotive Environment - Basic Routine Vehicle Maintenance - Non- High Voltage Operations On, Near or With an Electric Vehicle	6 months Day or weekend	Open entry	\$152/month \$400 exam
Light Motor Vehicle Maintenance (level 1 diploma 7290-11) City and Guilds	- Health, Safety and good housekeeping - Working Relationships In The Automotive Environment - Basic Routine Vehicle Maintenance - Non- High Voltage Operations On, Near or With an Electric Vehicle - Vehicle Technology, Workshop Methods & Processes - Electronic systems	6 months Day or 1 year weekend		\$240/month \$450 exam
Light Motor Vehicle Maintenance (level 2 certificate 7290-17) City and Guilds	- H&S and Good Housekeeping in the Automotive Environment - Materials, Fabrication, Tools and Measuring Devices in the Automotive Environment - Light Vehicle Maintenance - Electrical Units and Components	6 months full time or weekend	7290-17	\$152 per month Exams: \$500
Light Motor Vehicle Maintenance (level 2 diploma 7290-12) City and Guilds	- H&S and Good Housekeeping in the Automotive Environment - Supporting Job Roles in the Automotive Work Environment - Materials, Fabrication, Tools and Measuring Devices in the Automotive Environment - Routine Light Vehicle Maintenance - Light Vehicle Combustion Engine Mechanical, Lubrication and Cooling System Units and Components	1 year Full time or weekend	7290-12	\$152 per month Exams: \$550

	• Removing and Replacing Light Vehicle Electrical Units and Components • Removing and Replacing Light Vehicle Chassis Units and Components • Light Vehicle Transmission and Driveline Units and Components • Light Vehicle Fuel, Ignition, Air and Exhaust System Units and Components • Motor Vehicle Customer Service			
Auto Electrics Certificate Speciss College	• Automotive Electrical Systems Fundamentals • Automotive Electronics • Electrical and Electronic System Diagnosis • Safety and Best Practices	4 months weekends	O level Maths and Science	\$170 per month Exams \$200
Auto Electrics Diploma Speciss College	• Advanced Electrical and Electronic Systems • Automotive Electronics and Control Systems • Fault Diagnosis and Repair • Automotive Electrical and Electronic System Design	6 months weekends	certificate	\$180 per month
Managing Health & Safety Certificate ICM	• Accident & Emergency Procedures • Essentials of Health & Safety Management • Working Environment & Occupational Health • Working practices, Hazards and Controls	6 months Day, evening, wknd	5 O levels	\$104/month \$392 exam fees
Managing Health & Safety Diploma ICM	• Effective Leadership of Health & Safety • Framework for Successful Health and Safety Management • Promoting a Positive Health & Safety Culture • Principals of Control	6 months Day, evening, wknd	HSM certificate	\$104/month \$392 exam fees
Security and Investigations Certificate Speciss College	• Private Investigations Act; Types of Intelligence and Investigations; Investigative Procedures; Management of Interviews and Interrogation • Surveillance and Shadowing; Field Observation and Practice; Collection and Preservation of Evidence; • Public Relations and Marketing • Court Room Procedure; Case studies	2 months	O level English Weekend only	\$130 per month \$25 exam
Security and Investigations Diploma Speciss College	• Historical development of crime management; Ethical issues in crime management ; Impact of crime on organizational performance • The anatomy of organizational crime • Crime detection, minimization and prevention; Management of crime statistics	2 months	Certificate Weekend only	\$130/ month \$25 exam
Security and Investigations Advanced Diploma Speciss College	•	5 months	Diploma Weekend only	\$140/month \$25 exam

Business Diplomas

Course	Subjects	Duration	Entry	Fees
Business Management Level 3 diploma NCC Education	- Advanced Basics in Business - Developing Financial Forecasting and Accounting in Business - Developing Organisational Structure - Developing Entrepreneurship - Marketing practices - Communication in Business - Developing an EBusiness	6 months Full time/ evening	5 O levels including Math & English	\$160 per month Exams \$435
Business Management Level 4 Diploma NCC Education	- Leadership & Entrepreneurship - Project Management - Corporate Responsibility within Sustainable Business - Understanding Business Finance - Organisational Culture & Collaboration - Business Law, Expert eBusiness - Applying Marketing, International Business	1 year	Level 3 diploma Or 2 A level passes	\$160/month fulltime \$120/month parttime USD665 exam fees
Business Management Level 5 Diploma NCC Education	- Start-up Business - Innovation & Growth - Raising Finance Capital; Process & Law - Agile and Responsive Leadership - Ethics in Business - Global Business; The Impact of Policy		Level 4 diploma	\$160/month fulltime \$120/month parttime USD670 exam fees
Level 6 Diploma in Strategy and Business Management (NCC Education) or			Level 5 diploma	\$3000
BSc (Hons) Business Management (Top-Up) University of Bolton			Level 5 diploma	\$3000

Beauty School

Course	Subjects	Duration	Entry	Fees
Beauty Therapy Certificate Speciss College	- Personal Health and Wellbeing - Facial Skincare; Make-up services - Waxing Techniques; Body Massage - Manicure services; Pedicure services	3 months day/weekend	Open	\$160 per month \$25 exam
Beauty Therapy Diploma City & Guilds	- Body Massage - Facial & body electrotherapy - Permanent lashes - Media & camouflage make-up - H&S; client care, promotion & selling	10 months	Open	\$165 per month \$617 exam fees
Nail Technology Diploma City & Guilds	- H&S; client care, promotion & selling - Nail art - Nail enhancements-electrical files - Airbrush for nails	10 months	Open	\$165 per month \$617 exam fees
Beauty Therapy Diploma (L2) ICM	- Facial Skin Care; Make-p - Manicure; Pedicure; Nail Art & Gel - Waxing - Salon reception, H&S, Consultation	10months	Open	\$198 per month \$360 exam fee
Braiding and Weaving Certificate Speciss College	client consultation, Invisible braid, rope braid, flat twist, silky locks and fishtail braid, cornrow, weaving, the track, sewing, bonding methods, and the fusion method	3 months	weekend	130usd/month \$25 exam

Events & Deco School

Events Deco Certificate Speciss College	- Types of events/functions - Fabric Draping; Flower arrangement - Table deco; Deco accessories - Business and Marketing	4 months	Day/wknd	\$216 per month \$25 exam
Events Deco Diploma Speciss College	•Design Principles (Theory); Advanced Fabric Draping; Advanced Flower Arrangement; Business and Marketing; Mock Functions Practicals	2 months	Day/wknd	\$288 per month \$25 exam
Events Management Certificate Speciss College	- The Event Planning Process - Event Team Dynamics, - Contingency Planning - Skills and Characteristics Required for Event Management	2 months		\$130 per month \$25 exam
Events Management Diploma ICM	- Events Planning - Management of Health and Safety at Events Sites - Set-Up and Take-Down of an Event - Running an Event	5 months	Day/wknd	\$130 per month \$200 exam fee

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