

Ngee Ann Polytechnic Certificate in Business

Specially created for non-business students

Certificate in Business

Enhances your value and employability

- NP non-business students can now graduate with a Certificate in Business in addition to your NP Diploma
 - Comprises a range of approved Level 2 and Level 3 business related modules
 - Jointly offered by School of BA and IS

Certificate in Business

Objectives

- Enhance the value of polytechnic education
- Improve employability factor with relevant broad-based skills above and beyond core disciplines

Current NP students – level 2

Year 2 IS Modules			
2.1 Idea BluePrint		2.2 Idea LaunchPad	
	*IS Elective		*IS Elective

Certificate in Business – level 2

Year 2 IS Modules			
2.1 Idea BluePrint		2.2 Idea LaunchPad	
Principles Of Management (POM)	*IS Elective	Understanding Financial Statements (UFS)	*IS Elective

***One of the above IS elective must be selected Starting a Business (1SAB), Entrepreneur & the Law (1ENTLAW), or Taxes and You (2TAXES).**

Current NP – Level 3 (CIB)

Year 3 IS Modules

3.1 or 3.2

- **World in Singapore Perspective (1WISP)**
 - **IS module**

Certificate in Business (CIB)

Year 3 IS Modules

3.1

- **World in Singapore Perspective (WISP)**
 - **IS module**

To be selected from one of the following :

Introduction to Services Marketing (MARKET), Human Communications (HUMCOM), Corporate Communications (CORCOM), Events Management (EVENT) or Art of War (AOW)



**Business and the
Economy (BAE)**

Certificate in Business (CIB)

Do note that CIB students will be studying 3 additional IS certificate modules:

- Two at Level 2
 - Understanding Financial Statements (UFS)
 - Principles of Management (POM)
- One at Level 3
 - Business and the Economy (BAE)

Certificate in Business - Summary

In summary, you will be awarded the Dip Plus Certificate in Business if you complete 5 modules:

1. Principles of Management (POM) – level 2
2. Understanding Financial Statement (UFS) – level 2
3. * 1 IS in-course elective – level 2
4. Business & the Economy (BAE) – Level 3
5. **1 IS in-course elective – level 3

* Starting a Business OR Entrepreneur and the Law

** Human Communication , Events Communication, Corporate Communication, Services Marketing OR Art of War

Certificate in Business

Who Qualifies?

- Cumulative GPA of 3 or higher, based on Level 1 results for April 2012 semester at the point of application
- Acceptance into the Certificate Programme is based on cumulative Level 1 GPA.
- Passed all Level 1 modules on first attempt

Certificate in Business

For Award of Certificate

- Students must pass all IS modules enrolled in

Credit Transfer

- Strictly NO credit transfers from Certificate modules to in-curriculum modules

Certificate in Business

Application

- Application Deadline: Friday 27 Jan 2012
- Application forms to be submitted to the main office of your discipline school.
- Successful applicants will be advised via email.
- Fee of \$30 per certificate module is payable upon acceptance.

Certificate in Business

Application Form

- Obtainable from:
 1. Student briefing session
 - Date: Wed 18 Jan 2012
 - Time: 5:00 pm
 - Venue: 53-04-0008
 2. IS Website (downloadable)

Certificate in Business

For more information, please contact

Ms Tan Lai Wan (6460-6956) - School of IS
OR

The Diploma Plus Coordinator of your school

HMS - Ms Asha Jose (6460-7547)

HS - Ms Koh Hui Hiang (6460-7304)

FMS - Illydea Seulasteri Binte Ishak (6460-6008)

ICT - Mr Victor Lum (6460- 6866)

LSCT – Mr Koh Tse Yuen (6460-8009)

BE - Mr Ong Chau Tuang (6460- 6651)

ME - Mr Lim Chye Seng (6460- 6801)

ECE - Mrs Gan Har Yoong (6460- 6101)

EE - Mr Goh Siew Chuan (6460-8931)