

PREPARATORY COURSE FOR PEARSON LCCI LEVEL 1 CERTIFICATE IN BOOKKEEPING (VRQ) - PART TIME COURSE

Objectives: The course aims to give students the opportunity to develop an understanding of the basic principles underlying the recording of business transactions and to develop the ability to maintain the books of and prepare financial statements for sole traders.

Course Duration: Part time course consists of 1 module. The module will be completed within 1 month

Course Modules: Pearson LCCI Level 1 Certificate in Bookkeeping (VRQ)

Pre-requisites:

- Age: 16 years old and above.
- Academic Requirement: C6 in any 5 'O' level subjects or at least 10-year education or equivalent, or pass SCI placement test.
- Language Proficiency: IELTS 5.5 and above; or at least C6 in 'O' level English; or pass SCI placement test.

Course Completion & Certification:

- Local students (Singaporeans & PR) and students with Dependent Pass, attendance must not less than 75% and not absent for more than 7 days in a row.
- Upon completion and passing the examination of Pearson LCCI Level 1 Certificate in Bookkeeping (VRQ), Certificate of **Pearson LCCI Level 1 Certificate in Bookkeeping (VRQ)** will be awarded by Pearson Education Limited.

Mode of Assessment:

- Internal Assessment: Placement test, end-of-course examinations, homework assignments.
- External Assessment: Pearson LCCI Level 1 Certificate in Bookkeeping (VRQ)
(Log on to <http://qualifications.pearson.com/en/home.html> for more information;
<http://qualifications.pearson.com/en/qualifications/lcci.html> for more information on LCCI examination)

Charges: (exclusive of GST / before 7% GST).

Course Title	Course Duration (Month)	Course Fee (Singapore Dollar)	FPS Insurance Fee	Registration Fee (Singapore Dollar)
Preparatory Course for Pearson LCCI Level 1 Certificate in Bookkeeping (VRQ)	1	400	N.A.	100

All Fees are before GST 7%

Class Timetable: 8 lessons provided, 2 lessons per week, 3 hours per lesson. No classes are conducted during public holidays and school holidays.

Monday & Wednesday	7.00 p.m. – 10.00 p.m.
Tuesday & Tuesday	7.00 p.m. – 10.00 p.m.
Saturday & Sunday	9.00 a.m. – 12.00 p.m. & 2.00 p.m. – 5.00 p.m.

SPRING COLLEGE INTERNATIONAL

CPE Registration Number : 201001911N

CPE Registration Validity : 23 July 2012 to 22 July 2016

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Address (Bishan Campus):

BLK 512 Bishan Street 13 #03-526 Singapore 570512 Tel: 0065-63581068

Website: www.spring.edu.sg

Course Enquiries: courseinfo@spring.edu.sg

Vision : To become an internationally distinguished education provider **Mission :** To provide high quality courses, teachers, service and learning environment

Values : Specialist, Professional, Reliable, Inspires, Noting, Global **Culture :** Creativity and Achievement, Excellence, Grow Together