



DIPLOMA IN LOGISTICS & OPERATIONS MANAGEMENT (FULL-TIME)

COURSE BROCHURE

DIPLOMA IN LOGISTICS AND OPERATIONS MANAGEMENT (FULL-TIME)

Objectives

To equip students with the skills to apply scientifically-based techniques to work-related problems, business forecasting, quantitative and heuristic problem-solving, logistics, quality management, and to develop decision support, scheduling and control systems. Graduates of this course can proceed to our Advanced Diploma in Logistics and Operations Management course for more in-depth knowledge and professional skills.

Duration

- **12 months (Full-time course)**

Lesson Time: 15 hours per week

No lessons conducted during public holidays and school holidays.

Course Intake:

January, March, May, July, September, November of the year

Course Modules

There are 9 modules in total:

Compulsory Modules:

- DIBM 102 Business Statistics
- DIBM 103 International Economics
- DIBM 104 Organizational Behaviour & Culture
- DIBM 105 Principles of Accounting
- DIBM 106 Principles of Information Systems
- DIBM 107 Principles of Management

- DILOM 101 Legal Issues in Transportation and Logistics
- DILOM 102 Purchasing and Procurement Management
- DILOM 103 Warehouse and Inventory Management

Optional Modules:

- DIBM 101 Business Law & Ethics
- DIBM 108 Principal of Marketing

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Pre-requisites

Age: 16 years old and above

Academic Level: Obtain at least C6 in any 5 'O'-Level subjects OR at least 10-year education or equivalent OR pass the placement test of SCI OR have one year and above of relevant working experience.

Language Proficiency: IELTS 5.5 and above; OR at least C6 in 'O'-Level English; OR pass passed the language proficiency test of SCI or equivalent.

Mode of Assessment

Internal Assessment: 10% class participation and 90% of written examinations

Course Completion

- Local students (Singaporean & PR) and students with Dependent Pass - at least **75%** attendance and not absent from class for more than **7 days in a row**.
- International students (Student's Pass holders) - at least **90%** attendance and not absent from class for more than **7 days in a row**.
- Upon completion of the 9 modules, those who fulfilled the required attendance and pass all assessments will be awarded with a **Diploma in Logistic and Operations Management** certificate by Spring College International.

Course Fee

ITEMS	CHARGES
Application Fee	\$350.00 (For those who need student pass)
GST	\$31.50
Total Application Fee*	\$381.50*
Course Fee	\$6,500.00
Material Fee	\$100.00
Examination Fee	\$250.00
FPS Insurance Fee	\$300.00
Medical Insurance Fee	\$100.00
GST	\$652.50
Sub Total	\$7,902.50
Total	\$8,284.00 (inclusive of GST, exclusive of International Students Service Fee)

*Application fee is not refundable. For students who do not require student's pass, the application fee is \$218

- **Optional Add On:** International Students Service Fee of \$545 includes the following: Arrangement of accommodation, airport pick-up, sending to hostel, sending to school for the first time, sending for medical checkup (students who are 15 years old and above), collection of Student Pass at ICA, opening of bank account, purchasing of public transport card, familiarising Singapore's environment.

Fee Protection Scheme (FPS)

To comply with the requirements of SWDA Singapore, SCI has implemented a "FPS Insurance Account" with "Great Eastern General Insurance Limited" as assigned by SWDA.

For more information on FPS, please visit:

[https://www.tpgateway.gov.sg/resources/information-for-private-education-institutions-\(peis\)/protection-of-course-fees](https://www.tpgateway.gov.sg/resources/information-for-private-education-institutions-(peis)/protection-of-course-fees)

Information to be provided by the applicant

1. One copy of the duly completed student enrolment application form
2. Photocopy of student's passport (first page)
3. Two passport-sized photographs of the student (white background)
4. Parents' passport photocopy (first page) / parents' NRIC photocopy
5. The following documents with English translation (To be prepared first. After the approval of student pass, relevant information must be provided in accordance with ICA's requirements)
 - Copy of the student's birth certificate
 - Copy of the student's highest educational certificates (students who are currently studying may request the school to produce a verification letter before the notarization)
 - Copy of the student's transcripts (students who are currently studying may request the school to produce a verification letter before the notarization)

***Students holding China passport** are also required to submit a notarized copy of the student's or his/her parents' bank account savings (savings period must be longer than 3 months, and must have more than RMB150,000 in the account).

Applicants should know

1. The application fee of \$218 or \$381.50 is non-refundable and non-transferable.
2. After paying the application fee, the school will verify if the student fulfils the admission requirements before issuing a Letter of Offer. Students are then required to pay the outstanding fees.
3. ICA will request for an Issuance Fee of \$60 - \$90 upon the approval of student pass.
4. Students might be required by ICA to go for medical check-up, at a fee of \$40 - \$60.
5. Students have to sign the student contract and make full payment of all fees one month before the commencement of the course.
6. Local students (Singaporeans and PRs) already have their own medical insurance, may choose not to purchase the school's medical insurance. However, they are required to submit their existing insurance documents to the school.
7. Payment methods: Cheque/Telegraphic Transfer(TT)/NETS/Cash. For every remittance, an extra \$30 must be added for bank commission.