



Prospectus 2009/10

 **LONDON**
International College

About Us

London International College is a not-for-profit, independent sector college of higher education. Founded in 1974, it is one of the longest-established private colleges in London, having been. Initially offering O and A-levels and professional courses such as accountancy, since 1991 it has concentrated on bringing undergraduate and postgraduate degree programmes to a worldwide audience.

In conjunction with accredited American and British Universities, LIC has graduated thousands of students, who have gone on to successful careers in exciting areas such as IT companies, the financial sector, the airline industry, marketing and further education.

As well as affiliations with American Universities, since June 2004 LIC has been offering degree programmes in conjunction with the University of Sunderland. It also has a well-established School of English which offers English courses up to IELTS.

London International College is accredited in the United Kingdom by the British Accreditation Council for Further and Higher Education. London International College is also a partner college of the University of Sunderland. For further details please see our accreditation page.

One crucial aspect of life at LIC is student counselling. An advisor will always be available to discuss anything which is of concern to you during your studies, whether it is academic advice or a personal issue. No problem is considered too small or insignificant - help is always at hand.

Mission Statement

London International College provides high quality, high value education to advance the professional aims of its students in a competitive, dynamic, global environment. In a world city, the business and financial capital of the United Kingdom, and with a uniquely diverse student body, LIC fosters an educational environment that encourages different perspectives and graduates individuals who contribute to and lead varied enterprises in the United Kingdom and beyond.

Core Values

1. We believe in conducting our teaching, intellectual contributions, and service activities honestly and ethically and in promoting ethical behaviour.
2. We believe in programmes and activities that foster student success.
3. We believe in working together as a learning community based on mutual respect and trust.
4. We believe in creating and advocating a diverse and multicultural environment for our students, faculty, staff, and administration.
5. We believe in continuous improvement in teaching, intellectual contributions, and service.
6. We believe in academic freedom.





Chair of the Board of Trustees

Nigel Griffiths, MP

Nigel Griffiths is an honours graduate of the University of Edinburgh and a graduate teacher from Moray House College of Education. He was the Deputy Leader of the House of Commons until 2007, when he resigned from the Government over his opposition to funding new 'Trident' submarines.

As a member of Parliament since 1987, Nigel Griffiths was appointed by Prime Minister Tony Blair as Minister at the Department for Trade and Industry for five years. He has led overseas delegations promoting UK business and education abroad, in the USA, Japan, India, Brazil, Vietnam, Mexico, South Africa and Taiwan, as well as Russia, Hungary, the Czech Republic and Poland in Europe.



He is a former Government Minister for Construction, Minister for Competition Policy, Minister for Enterprise and Small Business, Minister for Consumer Affairs, Minister for Export Licensing and Minister for Fuel Poverty. Currently, he is a senior member of Parliament's most powerful permanent Select Committee, the Public Accounts Committee, which scrutinises all government appropriations.

Prior to entering Parliament, Nigel Griffiths was an advisor to Gordon Brown MP and established his Parliamentary and Constituency Office. He also worked for the late Foreign Secretary, Robin Cook MP as an advisor.

Introduction

Location

The College is situated in London in an impressive Georgian building in Oxford Street, one of the best known, most vibrant areas of London. Stretching one-and-a-half miles from Marble Arch to Tottenham Court Road tube station, Oxford Street is Europe's biggest and busiest shopping street, catering for every purse.

There are also many part-time employment opportunities for students in the hundreds of retail outlets which are within a few minutes' walk of the college. There are a wealth of world-famous sights within walking distance of the college building, making it one of the most exciting places and lively places to study.

Student Services

Mission Statement

Our mission is to work together as a team in order to offer the most positive learning and social experience possible.

Our approach is student-centered and we aim to focus on each student as a individual so that we can deliver an effective service.

With our long experience of the international student community, we are uniquely placed to understand the specific needs of the overseas student in order to ensure that you maximise the experience of living and studying in the UK.

We will continue to work with focus groups within our student community in order to continuously expand and develop.

Accommodation

We will assist you to locate accommodation which is particular to your requirements.

Accommodation starts from approximately £65 per week for a single room in a shared house.

For further information please contact the accommodation office prior to your arrival. A deposit of one month's rent will usually be required to confirm a definite booking.

We can also arrange to collect you from the airport.





Accreditation



London International College is accredited by the British Accreditation Council for Independent Further and Higher Education (<http://www.the-bac.org>).

What does BAC accreditation mean?

Colleges accredited by the BAC have been thoroughly inspected by BAC's team of 70 specialist inspectors. Accredited institutions are subject to a full inspection every five years and an interim inspection during the intervening period. The Inspectors pay particular attention to the needs of overseas students - such as English language support, advice on living in the UK, help with accommodation and thorough preparation for further studies or future careers.

International Students

LIC welcomes applications from students from any part of the world. You will study in a safe and friendly environment in which you can absorb British life and culture.

English Language

You must be competent in both written and spoken English before joining a diploma or degree course, as you will otherwise be unable to understand and appreciate your course. Before commencing a course you will be asked for proof of your English ability. This will be requested in the form of an English Language Test.

London International School of English runs intensive courses for students who wish to be admitted or have been admitted to a diploma, degree or postgraduate programme. Students may take the preparatory English course prior to admission in their chosen course or concurrently, depending on ability. Students wishing to be admitted to an academic programme will follow English for Academic Purposes.

Remember

If you are enrolling on an academic programme of at least one year's duration, you will be able to get FREE ENGLISH LESSONS for at least six months!!*

Faculty

Teaching at the College takes place in the form of lectures and seminars. Morning classes are from 9.30am to 12.45pm and afternoon lectures are from 1.30pm to 4.45pm. Coursework assignments will form part of the curriculum, as well as a final examination at the end of the teaching period.

The Faculty at LIC are all highly qualified instructors who have experienced industry at first hand, as managers, company directors or consultants. Accordingly, they are able to offer students practical as well as academic advice in their areas of expertise.

As a supplement to face-to-face learning, in addition to direct contact with on-site faculty members, students are able to access online learning support via MOODLE for UNVA students and Webct for University of Sunderland students.

Why should I choose London International College?

A proven track record LIC has been successfully operating diploma, degree and postgraduate programmes since 1974 with an excellent placement record of graduates into full-time employment or further education.

Location LIC is located in the heart of London's West End, with all its facilities and excellent transport links.

A practical approach The vast majority of our courses are taught in a way that reflects the reality of the business world and emphasis is placed on orienting students towards an understanding of real business practices. As well as being academicians, our faculty without exception have experiential backgrounds in many aspects of industry. This is reflected in the curriculum and the teaching styles.

A friendly place At LIC students come first, so we aim to support you in every way, both academically and personally. You are welcome to drop in at any time to discuss any concerns or just come in for a chat. We promise to treat you as an individual.

An affordable place We appreciate the financial sacrifices that students and their families make and we pride ourselves in offering quality education at an affordable price. We are also able to spread the cost of payment over the year in many cases.

Affiliations and Partnerships

LIC is affiliated to Resource Development International (RDI)

Founded in 1990, **Resource Development International (RDI)** is a provider of high-level management development interventions that are interrelated and focussed on the provision of skills development and performance enhancement for individuals and **organisations**, specialising in **distance learning**. RDI is the world's largest independent provider of UK University qualifications by distance learning and comprises an international group of companies with its headquarters in Coventry, UK.



LIC is a member of Study UK which is the official membership association for UK private colleges that are fully accredited by the British Accreditation Council for Independent Further and Higher Education (BAC).

LIC is approved by the University of Sunderland as a study centre to deliver the BA (Hons) Business Management and the Master of Business Administration and by the University of Wales to deliver the BA (Hons) (top-up) in Marketing, Finance and Banking and the MBA with pathways in Service Excellence, Project Management, Management Consultancy and Human Resource Management.



Programmes

Diplomas

London International College Diploma courses are generally of one year's duration. Entry to the Diploma is successful completion of a High School qualification. A grounding in English and Mathematics is desirable, but for students who lack these or whose qualifications may have been gained some time ago, preparatory courses can be arranged.

Successful completion of the Diploma can lead to the Higher Diploma. Alternatively the Higher Diploma is complete in itself. Assessment of the Diploma and Higher Diploma is by examination, continuous assessment and coursework.

Students can choose to enter the Diploma or Higher Diploma at any of the six intakes offered during the calendar year.

Award

Students successfully completing the course will receive the London International College Diploma or Higher Diploma.

Diploma in Business Studies

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

A High School Diploma or the equivalent is desirable, as well as competency in English and Mathematics. For students lacking these or whose qualification may have been gained some time ago, preparatory courses can be arranged.

Programme Content*

Principles of Accounts I
Writing and Composition I
Introduction to Management
Microeconomics
Introduction to Marketing
Business Maths
Commercial Law
Introduction to Computer Applications
Business Communications
Organisational Behaviour

Assessment

The Diploma in Business Studies is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,500

Diploma in Marketing

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

A High School Diploma or the equivalent is desirable, as well as competency in English and Mathematics. For students lacking these or whose qualification may have been gained some time ago, preparatory courses can be arranged.

Programme Content*

Introduction to Marketing
Introduction to Management
Commercial Law
Introduction to Computer Applications
Writing and Composition I
Principles of Advertising
Sales Management
Introduction to Psychology
Principles of Accounts I
Consumer Behaviour

Assessment

The Diploma in Marketing is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,500





Diploma in Finance and Accounting

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

A High School Diploma or the equivalent is desirable, as well as competency in English and Mathematics. For students lacking these or whose qualification may have been gained some time ago, preparatory courses can be arranged.

Programme Content*

Introduction to Computer
Applications Writing and Composition I
Principles of Accounts I
Business Maths
Introduction to Finance
Principles of Accounts II
Principles of Banking Auditing
Statistics
Introduction to the UK Tax System

Assessment

The Diploma in Finance and Marketing is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,500

Diploma in Information Technology

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

A High School Diploma or the equivalent is desirable, as well as competency in English and Mathematics. For students lacking these or whose qualification may have been gained some time ago, preparatory courses can be arranged.

Programme Content*

Introduction to Computer Applications
Writing and Composition I
Business Maths
COBOL
Internet Essentials
Visual Basic
Database Applications
Programming with C++
Operating Systems
Computer Architecture

Assessment

The Diploma in Information Technology is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,500

Diploma in Hospitality Management

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

A High School Diploma or the equivalent is desirable, as well as competency in English and Mathematics. For students lacking these or whose qualification may have been gained some time ago, preparatory courses can be arranged.

Programme Content*

Principles of Accounts I
Introduction to Management
Introduction to Marketing
Introduction to Computer Applications
Introduction to the Hospitality Industry
Financial Management in Tourism and Hospitality
Food and Beverage Management
Legal Issues in Tourism and Hospitality

Fees

£2,500





Business Foundation Course

The Business Foundation Course prepares international students for academic programmes at London International College. It is ideal for students whose first language is not English, especially if you have not studied business subjects before. The course is designed to focus on the areas most useful to your future studies. During the course you will increase your knowledge of English for academic purposes and develop your study skills before beginning your main programme of study.

Core subjects covered in the Business Foundation Course are Study Skills and Essay Writing, English for Academic Purposes, Mathematics for Business, Business Computing and Business Communications.

Programme Duration

3 months

Fees

£500

Higher Diplomas

London International College Higher Diploma courses are of one year's duration. Entry to the Higher Diploma is generally successful completion of the LIC Diploma or an equivalent qualification.

Students can choose to enter the Higher Diploma at any of the six intakes offered during the calendar year.

Award

Students successfully completing the course will receive the London International College Higher Diploma

Higher Diploma in Business Studies

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

Successful completion of the London International College Diploma in Business Studies or an equivalent qualification.

Programme Content

Writing and Composition II
Human Resource Management
Macroeconomics
Statistics
Operations Management
Business Ethics
International Management
Legal Environment of Business
Research Project in Management

Assessment

The Higher Diploma in Business Studies is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,750

Higher Diploma in Marketing

Qualification

Higher Diploma in Marketing

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

Completion of the London International College Diploma in Marketing or an equivalent qualification.

Programme Content*

Writing and Composition II
Business Communications
Business Ethics
International Marketing Strategy
Marketing Research
Corporate Marketing
Business Policy
Marketing for Entrepreneurship
Legal Environment of Business
Marketing Project

Assessment

The Higher Diploma in Marketing is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,750





Higher Diploma in Finance and Accounting

Qualification

Higher Diploma in Finance and Accounting

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

Completion of the London International College Diploma in Information Technology or an equivalent qualification.

Programme Content*

Financial Accounting I
Investment Strategy
Financial Analysis
Corporate International Finance
Cost Accounting
Consumer Lending
International Finance
Financial Accounting II
Managerial Accounting
Computerised Accounting Systems
Assessment:

The Higher Diploma in Information Technology is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,750

Higher Diploma in Information Technology

Qualification

Higher Diploma in Information Technology

Awarding Body

London International College

Duration

Three Terms (one academic year)

Entry Requirements

Completion of the London International College Diploma in Information Technology or an equivalent qualification.

Programme Content*

Business Communications
Statistics
JAVA
Website Design
Software Engineering
Management Information Systems
Systems Analysis and Design
Advanced C++
Datafiles and Databases
Network Administration
Assessment:

The Higher Diploma in Information Technology is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,750

Degree Foundation Programme

Qualification

Degree Foundation Programme (DFP)

Awarding Body

London International College

Duration

Four Terms

Entry Requirements

Successful completion of a High School Leaving Certificate or the equivalent. Please note that in addition GCSE English and Mathematics may be required for admission to University.

Benefits

The Degree Foundation Programme is an access course which recognises that many British Universities believe that 'A' levels are not necessarily the only preparation for entry to a degree programme and that a different approach is needed. The Degree Foundation Programme has been carefully designed to bridge the gap between school and University for students who do not possess the required 'A' level or equivalent qualification.

Programme Content*

Four compulsory subjects:

- Introduction to Computer Applications
- Internet Essentials
- Writing and Composition I
- Writing and Composition II

Plus eight subjects from your chosen pathway:

Business Studies Pathway

- Principles of Accounts I
- Principles of Accounts II
- Introduction to Management
- Introduction to Marketing
- Business Maths
- Microeconomics
- Commercial Law
- Macroeconomics

Science Pathway

- Algebra
- Environmental Science
- General Biology
- Physical Science II
- Statistics
- Basic Chemistry
- Physical Science I
- Calculus

Computer Science and Information

- Technology Pathway
- Statistics
- COBOL
- Systems Analysis and Design
- Network Administration
- Database Applications
- Algebra
- Visual Basic
- Website Design

Assessment

The Degree Foundation Programme is assessed by a final examination in each subject, in addition to coursework requirements.

Fees

£2,750





Postgraduate Diploma in Management Studies/Postgraduate Diploma in Information Technology (London International College)

Benefits

This postgraduate qualification is designed for graduates and holders of other professional qualifications who either wish to gain a valuable management qualification or to progress to the Masters of Business Administration or Master of Science programme with the University of Northern Virginia.

Title

Postgraduate Diploma in Management Studies

Awarding Body

London International College

Mode

Stand alone course or access to MBA/MSc.

Duration

Approximately twelve months.

Entry requirements

First degree or equivalent qualification or relevant work experience.

Programme Content

Target Group

The Postgraduate Diploma in Management Studies (PGDMS) has been developed primarily for international graduates to acquire the necessary skills sets for success in a business setting. It is designed for students from faculties other than management

to learn about both general and more specialised organisational functions and to prepare them for entry to Master's programmes or for management positions.

Entry Level

Holders of an undergraduate degree in any discipline may apply for the PGDMS. Alternatively, we will consider competent individuals who are not graduates but who have at least 5 years' substantive and relevant work experience at a supervisory or managerial level. Candidates without a first degree must submit a professional portfolio along with two work references.

Mode of delivery

The PGDMS is a full-time academic programme.

Assessment

Assessment is conducted via a mixture of assignments, presentations, examinations and a dissertation. Students must achieve a Grade Point Average (GPA) of 3.0 (B) to graduate with the award.

Benefits

The entirely modular approach, along with six intakes per year offers the most flexible and cost-effective way to study. The course has been developed as a result of many years of delivering British and American programmes to international students and as such represents a symbiosis of the two.

Modules

Research Methodology

3 credit hours

This module focuses specifically on research methods within a business framework. The syllabus introduces statistical methods for quantitative research and an introduction to qualitative research. It also examines various research tools in business such as the use of surveys, historical analysis and content analysis and their application in a practical context. Students will gain an understanding of the ethics of research and the use and presentation of data. This module will provide students with the relevant theoretical tools and encourages the critical process. The research methodology module will underpin the skills needed to study at postgraduate level. These include elements such as library skills, research skills and IT skills.

Managerial Functions in Business

3 credit hours

This module will introduce students to the core competences which govern general management and the principles of business leadership which they will go on to study at greater depth: accounting, finance, operations, marketing and human resources. It introduces the five basic functions of management: planning, organising, directing, staffing and controlling will be studied in formulating and carrying out the objectives, methods and procedures in managing a successful business enterprise.

Management Information Systems

3 credit hours

This module examines various methodologies in the area of management information systems. Students will study the different types of information systems used in organisations. Students will gain systems analysis and design skills and explore the issues associated with the selection, evaluation and development of information systems. Students will use case studies to analyse computer information systems' effects on personnel, organisations, managerial decision-making and competitive strategies.

Human Resource Management and Development

3 credit hours

This module aims to equip students with an understanding of key human resource management functions, analysing the areas of personnel management and industrial relations. Students will examine the historical aspects of Human Resource Management with an introduction to the history and role of trade unions and the main aspects of employment law. Major themes covered will be job design, the recruitment and selection of staff, training and development, group behaviour and teamwork and job satisfaction and motivation.





Management Communications

3 credit hours

Students will receive an overview of general business communications including interview techniques, teambuilding and presentation skills. Students will develop professional presentation skills; content, organisation and effective delivery through oral presentation. The course is designed to give students a comprehensive view of communication in both the internal and external business environment.

Strategic Management

3 credit hours

This module will focus on the creation of competitive advantage by examining external and internal factors that define management action/responses. These factors include evaluating the competitiveness of other firms in the industry as well as the company's internal strength/weaknesses, building competitive advantage and responding to changes in competitive advantage. The module provides students with a broad understanding of strategic management concepts and theories and their importance for the organisation, industry and society. It deals with identifying and analysing past and current strategies and with constructing new ones. It addresses contemporary theories of decision-making.

Operations Management

3 credit hours

The module aims to furnish students with an understanding of the concepts, systems and strategies relevant to operations management, along with the ability to analyse and solve problems associated with the supply and control of goods and services. Topics covered include demand forecasting and management, quality control, supply chain management, procurement and quality management. Students will gain an understanding of how operations management principles can be applied to general business activities.

Marketing Management

3 credit hours

This module intends to provide students with a framework for analysing marketing processes from a strategic and managerial perspective. The module focuses on the development and implementation of marketing strategies to help organisations gain a competitive advantage in challenging markets. Students will learn how to examine and review marketing management theory and concepts, assess key marketing information and diagnose marketing problems accurately and formulate and communicate a detailed marketing plan that includes marketing strategies and marketing mix policies.

Management Decision Making
3 credit hours

Combines elements of accounting, economics and management. This module is intended to teach techniques that can develop effective decision-making skills for managers and potential managers. Analytical frameworks and methodologies are essential instruments that can support managerial decisions. This course will explain the various methodologies that underpin the decision-making process and provide the student with an understanding of how to analyse the factors involved in decision-making.

Financial Management
3 credit hours

This module will provide students with an understanding of the key elements of financial theory and practice. The concepts of the time-value of money, valuation and rates of return, cost of capital and capital budgeting are covered. The emphasis is on establishing an understanding of the basic elements of financial theory in the application of analytical reasoning in solving business problems. Students will examine the financial planning process via workshops and case studies and work towards gaining a greater understanding of the financial mechanisms for creating profit.

Accounting for Managers
3 credit hours

This module defines managerial accounting rather than financial accounting. It reviews major cost accounting systems and how they work in a technological environment. Students will gain an understanding of how financial data obtained from the accounting systems is used to make informed business decisions and to evaluate organisational performance. Topics covered include the analysis and interpretation of income statements, balance sheets and statements of cash flows for the guidance of managers, shareholders and creditors, liquidity, short and long-term debt-paying capacity and profitability.

Global Business Environment
3 credit hours

The purpose of this module is introduce the students to global business environment so that the students can understand business matters based on a knowledge of the environmental factors that influence them. Focus is on the understanding of the growing economic interdependence of nations and the impact on managerial and corporate policy decisions that transcend national boundaries.

Fees
£3,000



NEW STUDENT ORIENTATION INCLUDES A LONDON TOUR ON AN OPEN-TOP BUS!



School of English

The English courses at London International College are especially designed to meet the needs of overseas students who are intending to study at undergraduate or postgraduate level at this or other British colleges and universities.

After an initial assessment test, students are expected to improve their language skills to a point where they will achieve Grade 6.5 or higher in the Cambridge IELTS examination (an essential prerequisite for study on many postgraduate programmes), and we can also offer a course in Business English to familiarise students with UK business terms, writing styles and communication modes. A recognised certificate in Business English may be taken. Students are encouraged to take an interest in British culture and to this end field trips of interest are arranged.

It would be unlikely that overseas students would find a similar course in their country of origin and we can say with confidence that there is no better preparation for future academic studies in an English speaking country than the programme here at London International College.

Six Months' Course

Students study the four elements of language, ie. reading, writing, speaking and listening. A variety of resources are available, including the latest course books, audio and video tapes. There is a weekly assessment of progress and individual tuition is available.

Counselling is provided for those with specific language learning problems. Regular field trips are arranged in order to familiarise students with cultural and other opportunities available in the city. A college certificate will be awarded at the end of the course.

Twelve Months' Course

Students continue to develop their language skills with particular emphasis on enhanced academic vocabulary. There is regular practice for the IELTS examination, plus group work on various aspects of business English using the Financial Times Market Leader course. To reinforce learning in this area, a visit to the Bank of England Museum may be arranged, where students may use the museum's computers to simulate dealing on the Stock Exchange. At the end of the course, IELTS or other Cambridge Board examinations will be taken.

We are aware that our students are a long way from home, in a country that may be confusing to them; therefore we aim to make the learning environment as friendly and relaxed as possible. We count it as a great privilege to welcome young people from so many different countries and endeavour to do everything possible to make their time on the courses happy and profitable.

Fees

12 weeks	£300	24 weeks	£500
32 weeks	£700	48 weeks	£950





HNC Business/HND Business (Management)

Awarding Body

Edexcel

Mode

Stand alone course or part of a three year degree. The HNC/HND is delivered through our educational partners, RDI.

Duration

Minimum 15 months for the BTEC HNC in Business and a further 9 months for the HND. 24 months in total to HND.

Edexcel

Edexcel are the UK's largest awarding body who are accredited by the UK Government's Qualifications and Curriculum Authority (QCA) to award a range of qualifications. Edexcel operates in 112 countries and every year more than four million people study its internationally recognised qualifications. Edexcel offer a wide variety of both vocational and general qualifications, including BTEC with more than 500,000 students studying these programmes each year. Edexcel BTEC qualifications are accepted by all UK Universities for direct entry with advanced standing on to their degree programmes.

Entry requirements

There are no formal entry requirements, however candidates should have achieved a certain academic level equivalent to an 'A' Level or GNVQ, or have at least two years full-time work experience.

Benefits

The BTEC HNC Business/HND in Business and Management is ideal for those who wish to study at undergraduate level to become better business managers. The HNC/D in Business & Management can be studied as stand-alone programmes or can form part of a three-year degree programme leading to the University of Sunderland BA (Hons) Business Management, Successful completion of the HND allows direct entry to a one-year top-up to Honours Degree.

Programme Content

HNC (Total 10 units):

1. **Marketing**
Concept and process of marketing, segmentation, targeting and positioning, mix, different segments and contexts.
2. **Managing Financial Resources and Decisions**
Sources of finance, decisions and financial performance.
3. **Organisations and Behaviour**
Organisational structure and culture, approaches to management and leadership, motivational theories, working with others, teamwork, group dynamics.

4. Business Environment

Objectives and responsibilities of an organisation, economic, social and global environment, international trade and the European dimension.

5. Research Project

Prepare a research proposal in a specified area of business using primary and secondary sources. Present and evaluate.

6. Business Decision Making

Sources of data, analysis, information in appropriate formats, software generated information.

7. Managing Professional Development

Personal and career development, evaluate progress, business skills and self-managed learning.

8. Working with and Leading People

Recruitment, selection, retention, building winning teams, leadership, development of individuals, performance, monitoring and assessment.

9. Managing Activities to Achieve Results

Business processes, outcomes, goals, objectives, areas of responsibility, operational plans, systems, health and safety, organisational behaviour.

10. Managing Communications, Knowledge, and Information

Information and assessment needs, personal networking, communication processes and appropriate systems

HND (HNC plus 6 units):

1. Business Strategy

Strategy formulation, planning, evaluation, selection and implementation.

2. Common Law

Elements and terms of a contract; Law of Tort and tortious liability and tort negligence.

3. Marketing Planning

Marketing audits, barriers to planning, formulating a market plan and examining legal issues.

4. Human Resource Management

Personnel management, new approach, recruiting and selection, rights and procedures on exit from a new building.

5. Introduction to the Internet and E-Business

Scope of e-business, how the internet works, e-business models and web design.

6. Project Management

Project management principles, organisation and people, processes and procedures.

Assessment

The BTEC HND in Business (Management) is assessed by 14 written assignments in total (of 2500-3000 words each) and 2 exams.

Fees

BTEC HNC/HND £5,850





BTEC Postgraduate Diploma in Management Studies

Edexcel

Edexcel are the UK's largest awarding body who are accredited by the UK Government's Qualifications and Curriculum Authority (QCA) to award a range of qualifications. Edexcel operates in 112 countries and every year more than four million people study its internationally recognised qualifications. Edexcel offer a wide variety of both vocational and general qualifications, including BTEC with more than 500,000 students studying these programmes each year.

Edexcel BTEC qualifications are accepted by all UK Universities for direct entry with advanced standing on to their degree programmes.

Benefits

The BTEC Diploma in Management Studies is intended primarily for those who are working in or aspire to work in management. This programme is ideal for those who are practicing first-line managers who wish to make a career in management at this level. It focuses on underpinning knowledge and practical skills and will provide you with the opportunity to preserve and build on existing good practice. The BTEC DMS can be studied as a stand-alone programme or as the first year of the University of Sunderland MBA programme.

Title

BTEC Diploma in Management Studies (DMS)

Awarding Body

Edexcel

Duration

Minimum 12 months for the BTEC Diploma in Management Studies. However, the programme is flexible and can be extended to a maximum of five years.

Entry requirements

*To gain entry to the BTEC Diploma in Management Studies you should possess an Edexcel BTEC Certificate in Management, a first Degree, another appropriate professional qualification or experience of working in a management position.

Fees

£3,000

CTH Management Programmes

Diploma in Hotel Management

The Diploma in Hotel Management aims to provide students with a broad understanding of the operational aspects of the international hotel industry, and a knowledge of the underlying principles involved. This programme has been devised on the basis that students will attend a course of study of not less than 450 hours. Private study will be required over and above this figure. Each of the modules has a two and a half hour examination, set and marked by CTH.

Syllabus

- Food and Beverage Operations
- Food Hygiene, Health and Safety
- Front Office Operations
- Facilities and Accommodation Operations
- Hospitality Finance
- Introduction to Business Operations
- Marketing
- The Tourism Industry
- Business Computing
- Understanding the Global Hospitality Industry

Fees

£3,500 plus £300 CTH registration and examination fees.

Advanced Diploma in Hotel Management

Advanced Diploma in Hotel Management aims to provide an understanding of the managerial, decision making and leadership aspects of the international hotel industry and to develop independent research and study skills which will be required when working at senior managerial level in the industry. The scheme has been devised on the basis that students will attend a course of study of not less than 450 contact hours. Private study will be required over and above this figure. Each of the modules has a 3 hour examination, set and marked by CTH.

Syllabus

- Food and Beverage Management
- Strategic Hospitality Management
- Facilities Management
- Management Accounting
- Human Resource Management
- Management Research Report

Fees

£3,500 plus £300 CTH registration and examination fees.



CTH provides recognised standards of vocational and management syllabi, examinations and awards for the hotel and travel industries. CTH works with approved centres worldwide and is acknowledged by leading hotel and travel industry organisations. CTH is an awarding body approved by Ofqual, DCELLS and CCEA who are the official regulators of qualifications, exams and tests in England, Wales and Northern Ireland respectively.

The Diploma and Advanced Diploma Management Programmes offer supervisor to management level qualifications which are recognised by universities and employers involved in the hospitality and tourism industries.



Diploma in Tourism Management

The Diploma in Tourism Management aims to provide students with a broad understanding of the operational aspects of the international tourism industry, together with a knowledge of the basic principles which underpin the industry. This Diploma has been devised on the basis that students will attend a course of study of not less than 450 hours. Private study will be required over and above this figure. Each of the modules has a two and a half hour examination, set and marked by CTH.

Syllabus

- Travel Geography
- The Tourism Industry
- Business Computing
- Travel Agency & Tour Guiding Operations
- Introduction to Tourism Economics
- Special Interest Tourism
- Destination Analysis
- Introduction to Business Operations
- Finance for the Travel Industry
- Marketing

Fees

£3,500 plus £300 CTH registration and examination fees.

Advanced Diploma in Tourism Management

The Advanced Diploma in Tour Operation and Management aims to provide an understanding of the managerial, decision making and leadership aspects of the international tour operation industry and to develop the independent research skills which will be required when working as a senior manager in the industry. The scheme has been devised on the basis that students will attend a course of study of not less than 450 contact hours. Private study will be required over and above this figure. Each of the modules has a 3 hour examination, set and marked by CTH.

Syllabus

- Tour Operation
- Management Accounting
- Strategic Tourism Management
- Sustainable Tourism & Destination Management
- Human Resource Management
- Management Research Report

Fees

£3,500 plus £300 CTH registration and examination fees.

Term Dates 2009

WINTER TERM I 2009

Enrolment Week for Winter I	Monday 5 January – Friday 9 January
Classes Begin	Monday 12 January
Classes End	Friday 13 February
Examination Week	Monday 16 February – Friday 20 February

WINTER TERM II 2009

Enrolment Week for Winter II	Monday 23 February – Friday 27 February
Classes Begin	Monday 2 March
Easter Holidays	Monday 6 April to Friday 17 April
Classes Resume	Monday 20 April
Classes End	Friday 24 April
Examination Week	Monday 27 April – Friday 1 May

SUMMER TERM I 2009

Enrolment Week for Summer I	Tuesday 5 May – Friday 8 May
Classes Begin	Monday 11 May
Classes End	Friday 19 June
Examination Week	Monday 22 June – Friday 26 June

SUMMER TERM II 2009

Enrolment Week for Summer II	Monday 29 June – Friday 3 July
Classes Begin	Monday 6 July
Classes End	Friday 14 August
Examination Week	Monday 17 August – Friday 21 August

FALL TERM I 2009

Enrolment Week for Fall I	Tuesday 1 September – Friday 4 September
Classes Begin	Monday 7 September
Classes End	Friday 16 October
Examination Week	Monday 19 October – Friday 23 October

FALL TERM II 2009

Enrolment Week for Fall II	Monday 26 October – Friday 30 October
Classes Begin	Monday 23 November
Classes End	Friday 4 December
Examination Week	Monday 7 December – Friday 11 December

Term dates applicable for the following courses:

Diplomas
Higher Diplomas
Degree Foundation Programme
LIC Postgraduate Diploma in Management Studies

Term Dates 2010

WINTER TERM I 2010

Enrolment Week for Winter I	Monday 4 January – Friday 8 January
Classes Begin	Monday 11 January
Classes End	Friday 12 February
Examination Week	Monday 15 February – Friday 19 February

WINTER TERM II 2010

Enrolment Week for Winter II	Monday 22 February – Friday 26 February
Classes Begin	Monday 1 March
<i>Easter Holidays</i>	<i>Monday 1 April to Friday 9 April</i>
Classes Resume	Monday 12 April
Classes End	Friday 23 April
Examination Week	Monday 26 April – Friday 30 April

SUMMER TERM I 2010

Enrolment Week for Summer I	Tuesday 4 May – Friday 7 May
Classes Begin	Monday 10 May
Classes End	Friday 18 June
Examination Week	Monday 21 June – Friday 25 June

SUMMER TERM II 2010

Enrolment Week for Summer II	Monday 28 June – Friday 2 July
Classes Begin	Monday 5 July
Classes End	Friday 13 August
Examination Week	Monday 16 August – Friday 20 August

FALL TERM I 2010

Enrolment Week for Fall I	Tuesday 31 August – Friday 3 September
Classes Begin	Monday 6 September
Classes End	Friday 15 October
Examination Week	Monday 18 October – Friday 22 October

FALL TERM II 2010

Enrolment Week for Fall II	Monday 25 October – Friday 29 October
Classes Begin	Monday 1 November
Classes End	Friday 10 December
Examination Week	Monday 13 December – Friday 17 December

For HNC/HND dates please visit our website



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