

# TERM 3, 2026

## (SEPTEMBER 21 - DECEMBER 12)

# Course Schedule

COURSE CODE	COURSE TITLE	TUTOR	DAYS	TIME	MODALITY	COURSE FEES		STARTING DATE
						Members & Gov't Depts.	Non Members	
<b>BASIC-LEVEL</b>								
ACC110	ACCOUNTS (BASIC)	Damien Green, BSc, MSc, ACCA	Saturdays	9:30 am – 1:30 pm	BLENDED	\$600.00	\$625.00	SEPT. 26
ACF120	ACCOUNTING AND FINANCE FOR MANAGEMENT	Luther Jones, MBA, ACIS, CGA	Tuesdays & Thursdays	5:00 pm – 7:00 pm	FACE-TO-FACE	\$600.00	\$625.00	SEPT. 22
CDP140	FUNDAMENTALS OF SPREADSHEET ANALYSIS	Steve Lewis, BSc	Mondays & Wednesdays	5:30 pm – 7:30 pm	FACE-TO-FACE	\$675.00	\$725.00	SEPT. 21
CDP190	PRINCIPLES OF MICROSOFT OFFICE ·Word ·Excel ·PowerPoint ·Outlook	Sandor Greenidge, BSc, MSc	Thursdays	5:00 pm – 8:00 pm	FACE-TO-FACE	\$675.00	\$725.00	SEPT. 24
ECS110	PRINCIPLES OF ECONOMICS	Richard Jordan, BSc, MSc	Mondays & Wednesdays	7:15 pm – 9:15 pm	BLENDED	\$400.00		SEPT. 21
GMN117	FUNDAMENTALS OF MANAGEMENT	Edison Bynoe, BA, MA	Tuesdays & Thursdays	7:15 pm – 9:15 pm	BLENDED	\$600.00	\$625.00	SEPT. 22
MKM110	FUNDAMENTALS OF MARKETING	Ricky Nurse, BSc, MSc	Saturdays	9:00 am – 12:00 pm	BLENDED	\$600.00	\$625.00	SEPT. 26
MKM130	DIGITAL MARKETING	Cherieda Phillips, BSc., MBA, MSc.	Wednesdays	5:30 – 8:30 pm	ONLINE	\$400.00		SEPT. 23
<b>INTERMEDIATE-LEVEL</b>								
ACF260	FINANCIAL MANAGEMENT	Samuel Moseley, CMA, MBA	Tuesdays & Thursdays	5:30 pm – 7:30 pm	BLENDED	\$600.00	\$625.00	SEPT. 22
BLW210	BUSINESS LAW	TBA	Saturdays	9:00 am – 12:00 pm	FACE-TO-FACE	\$400.00		SEPT. 26
GMN220	ADMINISTRATIVE MANAGEMENT	David Carrington, BSc, MA	Mondays & Wednesdays	5:00 pm – 7:00 pm	BLENDED	\$600.00	\$625.00	SEPT. 21
GMN225	STRATEGIC BUSINESS ANALYTICS	Kyla Babb, BSc, MSc	Saturdays	10:00 am – 1:00 pm	BLENDED	\$400.00		SEPT. 26
GMN240	SUPERVISORY MANAGEMENT	Lionel Maxwell, BSc, MSc	Mondays & Wednesdays	5:30 pm – 7:30 pm	BLENDED	\$600.00	\$625.00	SEPT. 21
GMN266	MAINTENANCE MANAGEMENT	Ryan Nurse, BSc, MPhil	Mondays & Wednesdays	5:30 pm – 7:30 pm	FACE-TO-FACE	\$400.00		SEPT. 21
GMN268	OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT	Kerryann Branford, BSc, MSc	Tuesdays & Thursdays	5:00 pm – 7:00 pm	FACE-TO-FACE	\$600.00	\$625.00	SEPT. 22
HRM200	MANAGEMENT OF HUMAN RESOURCES	Sheldene Matthews- Mottley, BSc, MBA	Tuesdays & Thursdays	5:30 pm – 7:30 pm	BLENDED	\$600.00	\$625.00	SEPT. 22
POM220	TRANSPORTATION AND LOGISTICS	Sophia Harper-Waithe, BSc, MBA	Saturdays	9:30 am – 12:30 pm	BLENDED	\$600.00	\$625.00	SEPT. 26
<b>ADVANCED-LEVEL</b>								
ACC310	ACCOUNTS (ADVANCED)	Peter Alleyne, BSc, MSc	Mondays and Saturdays	5:00 – 7:00 pm and 12:30 – 2:30 pm	BLENDED	\$625.00	\$675.00	SEPT. 21
<b>BBA LEVEL-3</b>								
HRM505	INTERNATIONAL HUMAN RESOURCE MANAGEMENT	Jacqueline Caesar, BSc, MBA	Mondays	5:30 – 8:30 pm	FACE-TO-FACE	\$1,000.00	\$1,100.00	SEPT. 21
ACF501	FINANCIAL RISK MANAGEMENT	Peter Alleyne, BSc, MSc	Saturdays	9:00 am – 12:00 pm	BLENDED	\$1,000.00	\$1,100.00	SEPT. 26
<b>INTERNATIONAL CERTIFICATION TRAINING</b>								
CDP310	CompTIA Network+ Training (October 5- December 23)	Belnando Weekes, CISCO, MBA	Mondays & Wednesdays	5:30 pm – 8:00 pm	ONLINE	\$600.00		OCT 5

**Final examinations for ALL courses will be administered face-to-face**  
**Courses Subject to Change**

<b>TENTATIVE SCHEDULE - TERM 1, 2027 (January 25 - April 17)</b>	
<b>COURSE CODE</b>	<b>COURSE TITLE</b>
<b>BASIC LEVEL COURSES</b>	
ACC110	ACCOUNTS (BASIC)
CDP140	FUNDAMENTALS OF SPREADSHEET ANALYSIS (Microsoft Excel)
CDP190	PRINCIPLES OF MICROSOFT OFFICE (Word, Excel, PowerPoint, Outlook)
GMN117	FUNDAMENTALS OF MANAGEMENT
GMN155	QUANTITATIVE MANAGERIAL DECISION MAKING
<b>INTERMEDIATE LEVEL COURSES</b>	
ACF255	MANAGEMENT ACCOUNTING
BLW220	PRINCIPLES OF LABOUR AND ADMINISTRATIVE LAW
BLW230	LAW FOR HEALTH CARE PROFESSIONALS
CLR215	CUSTOMER SERVICE LEVEL 2
GMN220	ADMINISTRATIVE MANAGEMENT
GMN240	SUPERVISORY MANAGEMENT
GMN257	EVENT PLANNING
GMN263	FACILITIES MANAGEMENT
HRM200	MANAGEMENT OF HUMAN RESOURCES
HRM210	PERSONNEL MANAGEMENT
MKM255	BRAND MANAGEMENT
POM210	PRODUCTION AND OPERATIONS MANAGEMENT
POM230	PURCHASING AND INVENTORY MANAGEMENT
<b>ADVANCED LEVEL COURSES</b>	
ACC315	QUICKBOOKS (ADVANCED)
<b>BACHELOR OF BUSINESS ADMINISTRATION LEVEL COURSES</b>	
GMN510	BUSINESS POLICY AND STRATEGIC MANAGEMENT
<b>INTERNATIONAL CERTIFICATION TRAINING</b>	
CDP330	COMPTIA SECURITY+ TRAINING

<b>TENTATIVE SCHEDULE - TERM 2, 2027 (May 3 - July 24)</b>	
<b>COURSE CODE</b>	<b>COURSE TITLE</b>
<b>BASIC LEVEL COURSES</b>	
ACC110	Accounts (basic)
ACC122	QuickBooks (Basic)
CDP140	Fundamentals of Spreadsheet Analysis (Excel)
CDP190	Principles of Microsoft Office (Word, Excel, PowerPoint, Outlook)
GMN117	Fundamentals of Management
GMN150	Business Communications
<b>INTERMEDIATE LEVEL COURSES</b>	
ACC210	ACCOUNTS (Intermediate)
ACF260	FINANCIAL MANAGEMENT
GMN210	GENERAL MANAGEMENT
GMN240	SUPERVISORY MANAGEMENT
GMN220	ADMINISTRATIVE MANAGEMENT
GMN265	PROJECT MANAGEMENT
GMN269	TOURISM MANAGEMENT
GMN272	CONSTRUCTION MANAGEMENT
HCM210	HEALTH CARE MANAGEMENT
HRM200	MANAGEMENT OF HUMAN RESOURCES
HRM220	INDUSTRIAL RELATIONS
HRM245	PUBLIC RELATIONS
MKM235	RELATIONSHIP MARKETING
POM240	SUPPLY CHAIN MANAGEMENT
<b>BACHELOR OF BUSINESS ADMINISTRATION LEVEL COURSES</b>	
GMN505	E-Commerce
<b>INTERNATIONAL CERTIFICATION TRAINING</b>	
CDP300	COMPTIA A+

**Courses Subject to Change**