

Continuing Education & Training

A skill gained today
A bright future tomorrow

School of Business

Lifelong Learning with Temasek Polytechnic

COURSES BY SCHOOL OF BUSINESS

The School of Business offers a comprehensive range of part-time Continuing Education & Training (CET) courses for working adults and those seeking to upgrade their skills and knowledge to meet the challenges of a dynamic economy.

These courses span a wide range of areas such as business, hospitality & tourism, paralegal studies, security & safety management and many more.

Our part-time courses come in different forms; Part-Time Diploma, Specialist Diploma, Skills-Based Modular Courses (Stackable or Standalone), and Short Open Courses.

1. Part-Time Diploma

- Complete 15-16 modules over a period of 2.5 years.
- Classes are held in the evenings – but one of the programmes has a ‘Day Class’ version.
- CET diplomas offered by School of Business are:
 - Diploma in Legal Executive Studies
 - Diploma in Business Practice (Business Administration)
 - Diploma in Security & Fire Safety Studies
 - Diploma in Police & Security Studies

2. Specialist Diploma (SD)

- Complete 4 to 6 modules spread over one year.
- SD in Accounting & Finance is conducted in the weekday evenings.
- SD in Hotels Operations & Management is conducted in the weekdays.

3. Skills-Based Modular Courses (Stackable)

- These courses are selected from existing Diploma and Post-Diploma courses.
- Each module is between 30 and 60 hours. Classes are spread over the 20+ weeks. Some are done in the day; most are in the evenings.
- Upon successful completion, students will be awarded a Statement of Results which can be ‘stacked’ towards the attainment of the corresponding Diploma or Post Diploma courses.

4. Skills-Based Modular Courses (Standalone)

- These courses can be as short as one day or up to several days.
- Subsidised by the government, these courses offer good value.

5. Short Open Courses

- Pick up relevant and interesting skills with our short courses ranging from fundamentals of baking to study smart skills to success.

The School of Business also has the expertise to design and conduct customised training programmes for companies seeking specific areas of training and development.

For more information, please contact:

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