

*NCC UK Global IT Campus in association with  
University of Portsmouth UK*

# **Professional Diploma in Strategic Business IT** *with articulation towards* **MSc in Strategic Business I.T.**

ABRS Hong Kong 2009

Information Sheet Ver Mar 2009

## **PROGRAM HIGHLIGHTS:**

- ◆ Postgraduate Level Diploma (taught programme) from a leading UK and International Qualification Body in contemporary strategic business IT
- ◆ Advance to an online M.Sc. from an internationally recognised British University with 120 credits articulation
- ◆ High quality programmes delivered by local and international experts.
- ◆ An opportunity to combine industrial networking training (e.g. MCSE®, CCNP®, ...) with academic subjects
- ◆ Minimum completion time 9 months, up to maximum period of 36 months
- ◆ Taught courses offered by ABRS – a leading IT and Management training institute since 1990
- ◆ Students are eligible for Internet access to University Web Resources / Internet Library, ABRS Internet web based administrative information, plus access to VTC MDC Library (3 minutes from ABRS JP Office)
- ◆ An Internet Learning enabled programme for travellers - Students may opt for "recorded" delivery for lectures, which enable business travellers / distance learners to participate in the program even when they have to travel to other cities in China/ Asia (additional service fee may apply)
- ◆ Programmes internationally available in many countries, a high degree of portability and transferability

### **HK Programme Operator - ABRS Professional Learning Services:**

**For further information:**

**Mr. Ritchie Poon (Programme Director, Direct 2833 9608)**

**Mr. Roy Ching (Programme Marketing Manager Direct 2833 9612)**

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**ABRS Professional Learning Services**

**(M-F 9:30am-8pm, Sat 9:00am - 5pm)**

**4/F ChinaChem Johnston Plaza, 178 Johnston Road, Hong Kong**

*The information stated here is for reference only. Fees and advancement path may be subject to change. NCC PDSBIT EMB Registration 251149. It is a matter of discretion for individual employers to recognise any qualifications to which the courses may lead to. MSc in Strategic Business IT is an online distance learning programme offered by NCC in association with University of Portsmouth not via ABRS..*

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4/14/2009

**Inquiries Tel: 2598 4811 or Email to: [info@abrs.net](mailto:info@abrs.net)**

**\*\* Demand for this program is high, please enroll early to secure your seat! \*\***

# Stage 1: NCC Professional Diploma in Strategic Business IT

## PROGRAM INFORMATION

### 1. Program Completion Time

The minimum completion time is 9 months *and* the maximum is THREE\* years (\*subject to course availability).

### 2. Class Hours

Approximate total hours of scheduled lectures, tutorials, and student group discussion/work are 280 hours approx per module.

### 3. Assessment

Assignment for each subject is by an assignment. A student may resit for a failed subject to a resit fee.

### 4. Course Schedule

Normally ONE module is to be completed in a ten week term. Typically the classes will be scheduled:

- a) *Weekly mode*: a number of half day / 3 hour sessions at weekends (Sat PM, Sun AM), or one weekday evenings after 7:00pm by local tutors.
- b) *Occasional Intensive Mode (overseas tutor)*: one week course plus local tutorial:

#### *Typical Quarterly Schedule*

No. of subjects	Intensive	Regular
One	Saturday PM, or Sunday AM plus one evening	/ weekends on weekly basis

### 5. Class Venues

Classes will normally be held at:

- a) ABRs Centres at Wanchai with full computer / video projection facilities
- b) For occasional large class lecture, University of Hong Kong Lecture Hall or other external venues

### 6. Course Tutors

All modules are conducted by NCC approved tutors with postgraduate qualifications plus rich academic & industrial experience (typically with over 5 years tertiary / Master level teaching experience and over 15 professional experiences).

### 7. Internet Video Learning Support

The course offers a recorded video mode of study for travelling students (separate service fee may apply).

### 8. Admission Requirement

- a) A good undergraduate degree from a recognised university in IT or related fields.
- b) Non-IT Degrees with 3 years related technical work experience.
- c) Professional Experience Entry: Other qualifications (e.g. Higher Diploma, Diploma in IT with strong industrial experience of 5 years at minimum) may enrol subject to assessment by the NCC and ABRs.

**English Proficiency:** Applicants other than native speakers of English are required to possess an English level at IETLS 6.5 or equivalent or passing an NCC English test or admission. Graduates applying for entry to UOP MSc Top-Up programme should possess a score of IELTS 6.5 or TOEFL equivalent (regardless of NCC English test and examination results)

#### **Annual Commencement:**

Dec/Jan, Mar/Apr, June/July, Sep/Oct

#### **Application Due:**

15 days prior to commencement

## PROGRAM FEES AND RELATED TERMS

< *Revised version effective 2009 Spring entry* >

(Version date: 29 Jan, 2009, NCC Professional Diploma in Strategic Business IT)

<b>Application Fee:</b>	<b>HK\$300</b>
<b>Initial Course Registration Fee:</b>	<b>HK\$1,000</b> payable together with application fee
<b>Course Tuition Fee:</b>	<b>HK\$42,500</b>
<b>(HK\$10,000 per module x 3, plus \$12,500 for Strategic Business Analysis)</b> (2-3 months each) – Each installment to be made within 30 days before the commencement of the module (total 4 modules). All subsequent installments should be made within 30 days before commencement of a module and normally the final due date is 2 weeks prior to term commencement.	

### Others:

*NCC Registration and Assessment Fee: **GBP 1000** (payable one time within 3 months from first examination)*

*Module Exemption Admin Fee: HK\$2,000 per module payable together with exemption application and will be credited towards a module tuition fee if exemption not approved*

*Late Payment Processing Fee: HK\$200 for late payment made 7 days after due date*

*Miscellaneous Fees (see attached page)*

### CEF Course Code: 21Z03600-9

*(This course has been included in the CEF reimbursable course list as of the date of publication)*

**CEF Course Title: Strategic Business Analysis** (A module from the Professional Diploma in Strategic Business Information Technology offered by the NCC Education LTD)



### CEF Course Remarks:

All CEF reimbursement is subject to your successful application (prior to commencement) and final approval directly with/from the CEF office. CEF funding is subject to change from time to time. The authority may disapprove any reimbursement / impose any additional conditions at its discretion with or without advance notice and is entirely out of our control.

ABRS is NOT responsible or liable for / and does not guarantee CEF reimbursement. Otherwise then required by law, we accept no responsibility for any non-approval whether due to our delay or omissions of certain acts on our part.

If a CEF approved module need to be changed from the officially confirmed schedule or specification, the enrollee may choose to withdraw and refund the course fee paid before commencement (or on a pro-rata basis after course commencement).

## **Refund Condition**

- i. *Application fee HK\$300 is NOT refundable*
- ii. *Initial registration fee HK\$1000 is NOT refundable except*
  - a) *application is not accepted,*
  - b) *the course is not offered in the semester for which the application is made*
  - c) *the course terminate prematurely in which case a partial refund of it will be made on a pro rata basis*
- iii. *A refund of each module's tuition fee paid for the coming semester less HK\$1,000 admin fee will be made if the applicant informs ABRS at least 7 days prior to module / semester commencement and shows that unforeseen circumstances outside his / her control shall render him/her unable to effectively participate in the program in the forthcoming semester. No refund, other than circumstances on compassionate grounds, will be made after 7 days prior to program / semester commencement.*

## **Other General Condition:**

*All fees paid less application fee will be refunded if the course is withdrawn or not offered*

*Premature Cessation of Course: All fee and charges that have been collected in respect of any part of the course falling to be conducted on or after the date of cessation will be refunded within 1 month of the premature cessation.. (Any part of the course which is offered will not be refunded).*

## **Deferral:**

*Students may apply for deferral of study subject to approval of ABRS and NCC for acceptable unforeseen circumstances with proof. On resumption of study (which is only subject to course availability), students may take the deferred subject (or portion of subject) with an administrative fee of HK\$1,000, and with any additional surcharge to cover any increase in tuition fee. ABRS / NCC is not liable for non-availability of deferred course and no refund will be made.*

## **Additional Refund Policy:**

*Special Compassionate Refund Consideration: For unforeseen and proven severe illness or disastrous and uncontrollable hardship conditions, students may apply to ABRS and NCC for special withdrawal with refund (on pro-rata basis and less any materials cost) subject to final approval of ABRS and NCC on a case by case basis.*

## **Candidate Declaration:**

*The above is read and accepted by (to be signed as part of program registration)*

*Candidate Signature: \_\_\_\_\_*  
*Program Operator: ABRS Management and Technology*  
*Institute \_\_\_\_\_*

**\*\*\*\*We do NOT authorize any of staff to enter into verbal agreement of significance with any parties. All agreement of significance should be signed in writing by Program Director or Institute Head with name, signature and stamp. No cash transaction is permitted outside our official enrolment office\*\*\*\***

## **Stage 2: University of Portsmouth M.Sc. (by Research Project)**

*by Distance learning and directly provided by the University of Portsmouth in association with NCC*

- ◆ 3 – 6 months part-time distance online learning and research project, commence after successful completion of NCC Diploma phase
- ◆ Registered with Portsmouth University and supervised by PU supervisor

**Fee** <All fees are for reference only and are subject to revision at the time of registration of MSc>:

**GBP1,600 (for March / September 2009 Intake only)** by one time payment (to NCC Education Ltd.) and subject to adjustment.

### **Remarks:**

Payment, Registration and distance learning services are directly with/from The University of Portsmouth/NCC. ABRS is NOT the course provider of the MSc stage. The above information is for reference only.

### **FURTHER INFORMATION**

#### *Additional local resources include*

- ◆ MDC Library (at fee) 3 minutes from ABRS JP Office
- ◆ Group Study / Meeting Room Booking – for study group discussion / meeting

The advancement to next / higher level courses whether operated by ABRS or not is subject to successful completion of current course/programme and final acceptance/admission of the next / higher level courses. Specific academic grades / performance or language requirement maybe imposed prior to admission as part of meeting external institute/authority's requirement. Information will be released as soon as ABRS is informed of such requirement or change.

ABRS and/or other external institute reserves the final right for any schedule, lecture, administration, syllabus, examination or admission regulation update if necessary.

*(Please refer to additional information for NCC syllabus change effective May 2009)*

# Financial Assistance and Aids

## A. HKSAR Government Assistance and Funds *(for reference only)*

There are a variety of funding and aids for your course of study:

1. **Continued Education Fund:** You may apply for 80% of the Strategic Business Analysis tuition fee. The maximum CEF fund for each qualified HK resident is up to a maximum of HK\$10,000.
2. **Non - Means Loan from HKSAR Government Student Finance Office** for full amount of tuition fees of the Professional Diploma **100%**
3. **Group Enrolment Discount** - a limited quota applies for enrolment of group two / three persons within the SAME intake
4. **Early Bird Award:** A limited number of award is available for early enrolment at least 30 days prior to commencement.

## B. Fixed Term Payment Scheme Scholarship

Candidates who enrolled (separate scheme & agreement) in a Fixed Term Payment Plan (without suspension / deferral of study) and with approved payment methods (Loan, or cash/check) is eligible for maximum of HK\$4000 scholarship upon their successful completion of NCC PDSBIT programme – *must apply and seek approval in entry.*

## C. Specified University, Institutes and Achievement Scholarship:

This applies to:

1. Graduates of HKU, HKUST and HK Poly U in relevant disciplines
2. Graduates of ALL UK Universities or Institutes
3. Members of British Computer Society, HK Computer Society, IMIS UK and HKIE IT Division
4. **Senior IT Manager Scholarship:** Non-degree graduates with at least OVER 10 years IT work experience and with at least 5 years qualified management experience and company recommendation
5. **Fresh Graduates Assistantship** – Current Year IT Graduates may apply for interest subsidies for the “first twelve months of loan”

Please check for available quota and availability.

## Payment Methods

**Instalment Plan: You must follow our payment scheme agree to enrol in ALL modules\* via:**

- a. **Cash or Cheque: no later than 7 days from course commencement or other specified due date (other than initial deposit/application or an amount of HK\$5000 w/o surcharge, EPS is accepted with 0.75% handling fee)**
- b. **HSBC Visa 12<sup>th</sup> Monthly Instalment - plus interest per HSBC schedule**
- c. **Visa (only for initial registration/deposit, amount over \$2000 requires 2.8% charge)**
- d. **Auto-Pay Instalment – via SIX monthly auto pay (first sub-instalment starts no later than 30-40 days after course commencement)**
- e. **Non-Means Loans – 20% (30% if applied within 4 weeks of commencement) of the first instalment must be paid prior to commencement, remaining via Hong Kong Government SFAA loan (with additional \$100 admin fee for any applications less than 7 days from commencement). *Applicants need to settle loan application not duly approved by 4 weeks after commencement.***

### **Overseas Currency Payment:**

**Paid directly via Bank draft / TT, or Visa, (or via ABRs with special arrangement / service fee in HK\$) to NCC Education Ltd.**

### ***Late Payment Admin Fee:***

*HK\$200 for late payment 7 days after due date (Payment due date is 14 days prior to commencement unless specified otherwise)*

## **NCC PD/Portsmouth MSc Miscellaneous / Exceptional Fees** *(subject to change)*

<b>Deferral of NCC Assessment</b>	<b>GBP 50</b>	<b>(per module, prior to submission w/o local assessment)</b>
<b>Re-assessment Fee</b>	<b>GBP 50 +</b>	<b>HK\$1000* (per module *with one time tutor draft comments)</b>
<b>NCC Fee Late Payment Surcharge</b>	<b>GBP60</b>	<b>(per payment)</b>
<b>Late payment processing fee</b>	<b>HK\$200</b>	<b>(after specified payment due date)</b>
<b>Deferral of a module study</b>	<b>HK\$1000</b>	<b>(for deferral of a course)</b>
<b>1<sup>st</sup> Stage Formal Appeal</b>	<b>GBP 50</b>	<b>(per module)</b>
<b>UOP Stage Appeal</b>	<b>GBP250</b>	<b>(per module)</b>
<b>Resit of full module</b>	<b>50% of full fee (per module)</b> <b><i>(plus NCC fee)</i></b>	

**Fees may be subject to change without prior notice. Additional admin fees \$100 applies for GBP bank draft purchase service if necessary.**

**(Date: Feb 5th 2009)**