



# Diploma



## NCC Education Level 4 Diploma in Business (QCF) (L4DB)

Equivalent to year 1 of a 3 year UK honours degree

### Overview

The Level 4 Diploma in Business (QCF) (L4DB) makes up the first year of the NCC Education Business Degree journey. The programme is equivalent to the first year of a business degree programme in the UK university system.

You will be introduced to the many different aspects of international business in today's world. Embarking on the programme you will be exposed to both academic and vocational aspects of a wide range of subjects, enabling you to gain the necessary knowledge and skills vital for a career in business or further studies.

On successful completion of the programme you will be able to continue your studies on the NCC Education Level 5 Diploma in Business (QCF) (L5DB) or at a UK university, or work in one of the many areas of the business world.

### Entry Requirements

For entry onto the NCC Education L4DB programme you must have at least one of the following:

- NCC Education International Foundation Year (IFY) or Level 3 Diploma in Business (QCF) (L3DB).

OR

- An international qualification which is deemed to be of a similar level to the NCC Education IFY or L3DB programme. This shall be agreed with NCC Education in advance.

OR

- Vocational experience which is deemed suitable by NCC Education.

If you're a potential student whose first language is not English, you will need to obtain a valid score of 5.5 or above in the International English Language Testing System (IELTS) examination or equivalent. Alternatively, take the free NCC Education Higher English Placement Test, which is administered by PCTL Training Institute Ltd.

### Programme Structure

You must study the following eight core modules:

- **Essentials of Management** - covers the principles and functions of management. You will be taught the key elements in planning and decision-making, and the significance of different controls required in an organisation.
- **Fundamentals of Economics** - covers fundamental economic theories and concepts which are applied in decision-making in a business environment. You will gain an understanding of the economic environment and its effect upon business organisations and their markets.
- **Communications for Business** - gives an introduction to a wide range of skills for business professionals. You will cover the production of various types of documents and presentations as well as the skills needed to communicate effectively in a business environment.
- **Understanding Business Organisations** - introduces the objectives, roles, functions and various forms of business organisations as they adapt to a dynamic and changing environment.
- **Business Mathematics** - covers a range of mathematical techniques and formulae to support your business studies and develop your ability to make informed business decisions. You will also be taught to present and analyse business data.
- **Introduction to Finance** - introduces the basic concepts and techniques of financial and managerial accounting. It considers the role of accounting in recording and reporting financial performance and in providing information to decision makers.
- **eBusiness** - explores a wide range of applications for eCommerce and the use of these in solving business problems. You will learn about state-of-the-art technologies and their major impact on the business world.
- **Principles of Marketing** - examines the role and value of marketing in today's increasingly competitive and dynamic environment. You will practise marketing principles in order to analyse, plan and implement policies to achieve marketing and corporate objectives.

## PCTL TRAINING INSTITUTE LTD

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**FULL TIME   PART TIME   CLASSROOM BASED**

## Assessments and Examinations

Assessments for all modules are offered in a number of assessment cycles throughout the year. All modules are assessed by either examination or coursework assignments.

## Award Conditions

The NCC Education Level 4 Diploma in Business (QCF) will be awarded when you have successfully passed all eight modules. A module is passed when an overall mark of 40% or more is achieved. You can resit modules if you need to but this must be done within three years of your first assessment in the programme.

## Duration

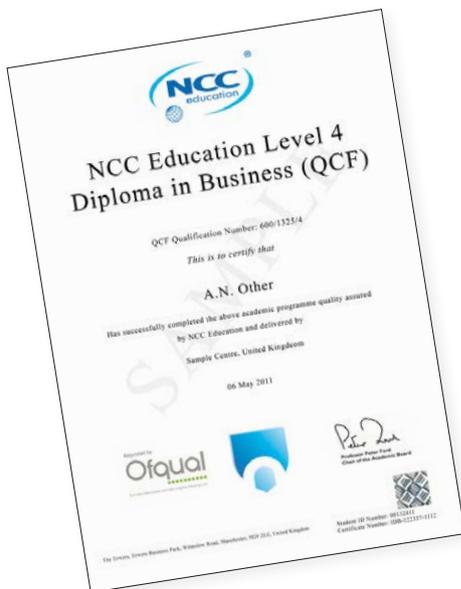
The programme is designed to be delivered over one academic year for full-time study, but it is also flexible in its delivery in order to accommodate part-time learning.

## Delivery Method

The programme is taught face-to-face, through lectures, tutorials, seminars and laboratory sessions, by PCTL Training Institute Ltd.

## Accreditation Status

NCC Education is regulated to award the Level 4 Diploma in Business (QCF) (L4DB) by Ofqual (Office of Qualifications and Examinations Regulation) in England. Ofqual qualification reference number 600/1325/4.

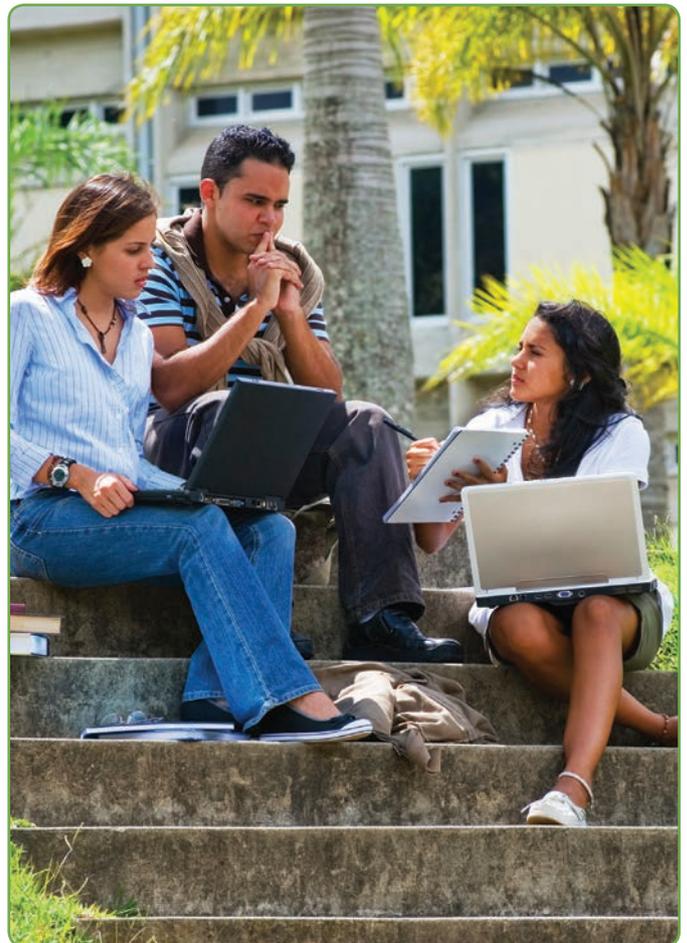


## Progression

The programme allows students entry to either the NCC Education Level 5 Diploma in Business (QCF) (which is equivalent to year 2 of a typical UK Honours degree) or the second year of many UK university programmes, or enables you to pursue a career in the business industry.

## Learning Outcomes

On successful completion of NCC Education's Level 4 Diploma in Business (QCF) you will be able to demonstrate a clear understanding of business principles and concepts. You will also gain a solid foundation and a breadth of knowledge in business management, economics and eBusiness, and improve your research and lifelong learning skills.



- \* **Branch:** .....
- \* **Reg. & Examination Fee:** .....
- \* **Course (Tuition) Fee:** .....

Note: Instalments available, please get details from our Office.

