

**PRELIMINARY BUSINESS**

# .DESCRIPTION

The Preliminary Business Studies programme (PBS) is designed for students who wish to pursue foundation studies in the commerce stream or take up certificate or diploma studies in the skills based programmes of Pacific TAFE. Students will learn the basic rules, concepts and theories required for further studies in Accounting and Economics at the Foundation level as well as communication skills in an academic context. This programme provides opportunities for students to be creative, work collaboratively and use technology as a learning tool.

The Preliminary Business programme (PBS) under the College of Foundation Studies will offer the following disciplines:

* Accounting
* Economics

The Preliminary Business programme is available by distance and flexible learning from all USP campuses, and at accredited schools in some USP member countries.

**TARGET AUDIENCE**

1. Secondary School leavers
2. Mature Students

# LENGTH OF PROGRAMME

|  |  |
| --- | --- |
| Full Time  | 1 year (8 courses – maximum of 4 courses per semester)  |
| Part time  | Flexible: students are also given the option to complete the programme at their own pace.  |

**COURSE INFORMATION**

The Preliminary Business Programme will offer the following courses:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course Code**  | **Course Title**  | **Semester Offering**  | **Mode of****learning**  |  |
| **PRELIMINARY BUSINESS (PBS)**  |  |  |  |
| LLP14  | Preliminary English A  | I and II  | B at E, K, L, SI & TON and B at LAB, LTK and P at SAM, CI, NA, NI RMI, TOK & TU |  |
| LLP15 | Preliminary English B | I and II  | B at E, K, L, SI & TON and B at LAB, LTK and P at SAM, CI, NA, NI RMI, TOK & TU |  |
| AFP01  | Preliminary Accounting I  | I  | B and P at L, E & SI and P at C |  |
| AFP02  | Preliminary Accounting II  | II  | B and P at L, E & SI and P at C |  |
| ECP02 | Preliminary Microeconomics | I  | B and P at L, SI, E and P at LAB, LTK, TON, SAM, K, NA, RMI, TOK, NI, CI, & TU |  |
| ECP03 | Preliminary Macroeconomics | 2 | B and P at L, SI, E and P at LAB, LTK, TON, SAM, K, NA, RMI, TOK, NI, CI, & TU |  |
| ISP21 | Introduction to Information, Communications and Technology | I and II | B and O at L and O at C\* |  |
| MAP11  | Basic Preliminary Mathematics  | I and II  | P at C |  |
| MAP12  | Preliminary Mathematics A  | I and II  | B and P at E, K, L, SI, TON and B at LTK and P at SAM, CI, LAB, NA, NI, RMI, TOK & TU |  |
| MAP13  | Preliminary Mathematics B  | I and II  | P at C |  |

***Model of Learning:***

***B: Blended, P: Print, O: Online***

***Key: L-sLaucala, SI-Solomon Is, E-Emalus, LTK-Lautoka, E- Emalus, Ton-Tonga, K- Kiribati, LAB- Labasa, C-all other campuses not identified***

**Note:**

* LLP14 and LLP15 are compulsory for all full time Preliminary students
* MAP12 and MAP13 are compulsory for commerce students who will pursue a degree in Economics or Finance.
* In addition, students will be required to select from the list of courses under the Preliminary Business programme.

**ELIGIBILITY/ADMISSION REQUIREMENTS**

To be admitted to the Preliminary Business Programme:

1. Students would have successfully completed Form 5 or Year 11 with satisfactory school report and reference from school principal when applying for admission.
2. Those that scored below 180 in the Fiji Year 12 Examinations or equivalent

**ASSSESSMENT**

The award of a grade shall take into account performance in coursework and examination, or coursework only without any final examination for a course approved by Senate to be assessed in that manner. The final examination and the work assessed during the semester shall each constitute not less than 40% and not more than 60% of the allocation of marks upon which the final grade is based.

**QUALIFICATION PATHWAYS**

The Preliminary Business programme forms a pathway to the Foundation Business programme. Students who have completed the Preliminary Business programme may take up relevant certificate studies within Pacific TAFE.

## COURSE FEE SCHEDULE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Preliminary Fee Schedule, Regional**  |  |  |  |  |  |
|  | **Fiji** ***FJ$***  | **Cook Is** **Niue** **Tokelau** ***NZ$***  | **Kiribati** **Nauru** **Tuvalu** ***AUS$***  | **Marshall** **Is** ***US$***  | **Samoa** ***TALA***  | **Solomon** **Is** **SI$**  | **Tonga** ***PA’ANGA***  | **Vanuatu** ***VATU***  |
| **Pre-Degree**  |  |  |  |  |  |
| Preliminary (blended mode)  | 545 | 530 | 470 | 350 | 970 | 1,345 | 470  | 34,575 |
| Preliminary (Print mode)  | 330 | 310 | 295 | 210  | 575  | 810 | 285  | 26,190  |

**For more information contact:**

Customer Service Centre

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