

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 offer courses in 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

- a. Secondary School leavers
- b. 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
LLP14	Preliminary English A	1 and 2
LLP15	Preliminary English B	1 and 2
AFP01	Preliminary Accounting I	1
AFP02	Preliminary Accounting II	2
ECP02	Preliminary Microeconomics	1
ECP03	Preliminary Macroeconomics	2
ISP21	Introduction to Information, Communications and Technology	2
MAP11	Basic Preliminary Mathematics	1
MAP12	Preliminary Mathematics A	1
MAP13	Preliminary Mathematics B	2

Note:

- LLP14 and LLP15 are compulsory for all full time Preliminary students. In addition, and any three courses from AFP01, AFP02, ECP02, ECP03.
- For the remainder of the eight courses, students may select from the following optional courses: MAP11, TEPO2 and ISP21.

- If a student is intending to take up Economics and Accounting in Foundation Studies, then MAP12 and MAP13 are also compulsory.

A student will enrol in the following courses to complete in a year of full-time study:

Semester 1	Semester 2
LLP14	LLP15
AFP01	AFP02
ECP02	ECP03
MAP11 or MAP12	TEP02 or ISP21 or MAP13

ELIGIBILITY/ADMISSION REQUIREMENTS

To be admitted to the Preliminary Business Programme:

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

ASSESSMENT

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

	Fiji <i>FJ\$</i>	Cook Is Niue Tokelau <i>NZ\$</i>	Kiribati Nauru Tuvalu <i>AUS\$</i>	Marshall Is <i>US\$</i>	Samoa <i>TALA</i>	Solomon Is <i>SI\$</i>	Tonga <i>PA'ANGA</i>	Vanuatu <i>VATU</i>
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:

Email: pacifictafe@usp.ac.fj or contact your nearest campus

Website: www.usp.ac.fj/pacifictafe