



**UNIVERSITY OF THE  
COMMONWEALTH  
CARIBBEAN (UCC)**

*Fostering Leadership & Innovation*

**University of the Commonwealth Caribbean (UCC)**

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**UCC Professional Certificate Courses Summer 2018**

Event / Course Name	Duration	Dates	Course Fee	Format	Location
<b>April</b>					
Jamaica Financial Securities Management	12 Weeks	9-Apr-18	\$ 60,000.00	Online & Face-to-Face	WAC
Records Management	6 Weeks	16-Apr-18	\$ 22,000.00	Online & Face-to-Face	WAC
<b>May</b>					
Advanced Taxation	13 Weeks	<b>May 27, 2018</b> Sundays 7:00AM -8:30 PM	\$ 30,000.00	Online	N/A
Computer Information Systems	13 Weeks	<b>May 27, 2018</b> Sundays - 12:15PM-3:30PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 30, 2018</b> Wednesdays - 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
Corporate Governance	13 Weeks	<b>May 27, 2018</b> Sundays 3:40PM - 6:50PM	\$ 30,000.00	Face-to-Face	WAC
Computer Essentials and Troubleshooting - CompTIA A+	13 Weeks	<b>May 28, 2018</b> Mondays 5:30 - 8:45pm	\$ 30,000.00	Face-to-Face	TBA
CompTIA Linux+	13 Weeks	<b>May 27, 2018</b> Sundays 3:40PM - 6:50PM	\$ 30,000.00	Face-to-Face	TBA
CompTIA Project+	13 Weeks	<b>May 28, 2018</b> Mondays 5:30PM - 8:45PM	\$ 30,000.00	Face-to-Face	TBA
CompTIA Cybersecurity Analysis +	13 Weeks	<b>June 2, 2018</b> Saturdays 7:00PM 8:00PM	\$ 30,000.00	Online	N/A
Data Structure and File Management I	13 Weeks	<b>May 31, 2018</b> Thursdays 7:30 - 9:00 PM	\$ 30,000.00	Online	N/A
English for Academic Purposes	13 Weeks	<b>May 27, 2018</b> Sundays - 12:15PM-3:30PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 29, 2018</b> Tuesdays - 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 29, 2018</b> Tuesdays - 6:00PM-7:30PM	\$ 30,000.00	Online	N/A
Entrepreneurship - Developing Opportunities and Business Plans	13 Weeks	<b>May 27, 2018</b> Sundays - 3:40PM - 6:50PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 29, 2018</b> Tuesdays - 9:00PM-10:30PM	\$ 30,000.00	Online	N/A
Financial Accounting	13 Weeks	<b>May 30, 2018</b> Wednesdays - 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 29, 2018</b> Tuesdays & Thursdays 7:00AM - 8:40AM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 28, 2018</b> Mondays - 6:00PM-7:30PM	\$ 30,000.00	Online	N/A
Financial Management	13 Weeks	<b>May 27, 2018</b> Sundays - 8:30AM-11:45AM	\$ 30,000.00	Face-to-Face	TBA
Financial Statement Analysis	13 Weeks	<b>May 30, 2018</b> Wednesdays - 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
Fundamentals of Accounting	13 Weeks	<b>May 27, 2018</b> Sundays - 12:15PM-3:30PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 28, 2018</b> Mondays - 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
	13 Weeks	<b>May 28, 2018</b> Mondays - 7:30PM-9:00PM	\$ 30,000.00	Online	N/A
Human Relations in Organization	13 Weeks	<b>May 31, 2018</b> Thursdays 9:00PM-10:30PM	\$ 30,000.00	Online	N/A
Human Resource Counselling	13 Weeks	<b>May 31, 2018</b> Thursdays 5:30PM-8:45PM	\$ 30,000.00	Face-to-Face	TBA
I.T. Audit and Control	13 Weeks	<b>May 29, 2018</b> Tuesdays 9:00PM – 10:30PM	\$ 30,000.00	Online	N/A

<b>Industrial &amp; Employees Relation</b>	13 Weeks	<b>May 27, 2018</b> Sundays - 12:15PM - 3:30PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 30, 2018</b> Wednesdays 9:00PM-10:30PM	\$ 30,000.00	Online	N/A
<b>Information Assurance and Security</b>	13 Weeks	<b>May 29, 2018</b> Tuesday - 7:30PM – 9:00PM	\$ 30,000.00	Online	N/A
<b>Integrated Marketing Communication</b>	13 Weeks	<b>May 29, 2018</b> Tuesday - 7:30PM – 9:00PM	\$ 30,000.00	Online	N/A
<b>International Business Management</b>	13 Weeks	<b>May 28, 2018</b> Monday- 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 28, 2018</b> Monday - 6:00PM – 7:30PM	\$ 30,000.00	Online	TBA
<b>Introduction to Advertising</b>	13 Weeks	<b>May 31, 2018</b> Thursdays 6:00-7:30PM	\$ 30,000.00	Online	TBA
<b>Internet Authoring</b>	13 Weeks	<b>May 28, 2018</b> Mondays 6:00 -7:30 PM	\$ 30,000.00	Online	TBA
<b>International Economics</b>	13 Weeks	<b>May 27, 2018</b> Sundays- 3:40PM – 6:50PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursdays - 9:00PM – 10:30PM	\$ 30,000.00	Online	N/A
<b>International Marketing</b>	13 Weeks	<b>May 27, 2018</b> Sunday 12:15PM – 3:30PM	\$ 30,000.00	Face -to- Face	TBA
<b>Introduction to Business Administration</b>	13 Weeks	<b>May 27, 2018</b> Sundays - 3:40PM-6:50PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 30, 2018</b> Wednesdays - 5:30PM-8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 28, 2018</b> Mondays & Wedesdays 7:00AM- 8:40AM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 29, 2018</b> Tuesdays - 9:00PM-10:30PM	\$ 30,000.00	Online	TBA
<b>The Fundamentals of Sales Management - Professional Certification</b>	9 weeks	<b>May 14, 2018</b> Mondays -Fridays 7:00AM - 8:00AM	\$ 75,000.00	Face -to- Face	WAC
	9 weeks	<b>May 15, 2018</b> Tuesdays & Thursdays 6:00PM - 8:30PM	\$ 75,000.00	Face-to- Face/Online	WAC
<b>Introduction to Psychology</b>	13 weeks	<b>May 28, 2018</b> Mondays & Wednesdays 7:00AM - 8:40AM	\$ 30,000.00	Face -to- Face	TBA
	13 weeks	<b>May 30, 2018</b> Wednesdays 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursday 7:30PM – 9:00PM	\$ 30,000.00	Online	N/A
<b>Introduction to Spanish</b>	13 Weeks	<b>May 30, 2018</b> Wednesdays 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 30, 2018</b> Mondays & Wednesdays 7:00AM – 8:40AM	\$ 30,000.00	Face -to- Face	TBA
<b>Legal Concepts for Commerce</b>	13 Weeks	<b>May 29, 2018</b> Tuesdays & Thursdays 7:00AM – 8:40AM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursdays 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
<b>Mobile Application Development</b>	13 Weeks	<b>May 30, 2018</b> Wednesdays 9:00PM - 10:00PM	\$ 30,000.00	Online	N/A
<b>Management Accounting</b>	13 Weeks	<b>May 31, 2018</b> Thursdays 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA

<b>Occupational Safety and Health</b>	13 Weeks	<b>May 27, 2018</b> Sundays 8:30AM – 11:45AM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursdays 6:00PM – 7:30PM	\$ 30,000.00	Online	N/A
<b>Performance Management</b>	13 Weeks	<b>May 27, 2018</b> Sundays 3:40PM – 6:50PM	\$ 30,000.00	Face -to- Face	TBA
<b>Production and Operations Management</b>	13 Weeks	<b>May 27, 2018</b> Sunday 8:30AM – 11:45AM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursday 7:30PM – 9:00PM	\$ 30,000.00	Online	TBA
<b>Project Management</b>	13 Weeks	<b>May 31, 2018</b> Thursday 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 31, 2018</b> Thursday 7:30PM – 9:00PM	\$ 30,000.00	Online	N/A
<b>Programming Techniques</b>	13 Weeks	May 30, 2018 Wednesdays 6:00PM - 7:30PM	\$ 30,000.00	Online	N/A
<b>Public Relations</b>	13 Weeks	<b>May 29, 2018</b> Tuesdays 7:30 - 9:00 PM	\$ 30,000.00	Online	N/A
<b>Public Speaking</b>	13 Weeks	<b>May 27, 2018</b> Sunday 8:30AM – 11:45AM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 30, 2018</b> Wednesday 5:30PM – 8:45PM	\$ 30,000.00	Face-to- Face	TBA
<b>Recruitment, Selection &amp; Orientation</b>	13 weeks	<b>May 31, 2018</b> Thursdays 5:30PM – 8:45PM	\$ 30,000.00	Face -to- Face	TBA
	13 Weeks	<b>May 27, 2018</b> Sundays 7:00PM – 8:30PM	\$ 30,000.00	Online	N/A
<b>Social Psychology</b>	13 Weeks	<b>May 29, 2018</b> Tuesdays 6:00PM - 7:30PM	\$ 30,000.00	Online	N/A
<b>Strategic Marketing</b>	13 Weeks	<b>May 30, 2018</b> Wednesday 7:30PM – 9:30PM	\$ 30,000.00	Online	N/A
<b>Supervisory Management - Evening</b>	10 Weeks	<b>May 15, 2018</b> Tuesdays & Wednesdays 6:00PM - 8:30PM	\$ 35,000.00	Online and Face -to- Face	WAC
<b>Supervisory Management - Early Morning</b>	13 Weeks	<b>May 28, 2018</b> Mondays- Wednesdays 7:00AM- 8:30AM	\$ 35,000.00	Face -to- Face	WAC
<b>Warehouse and Inventory Management</b>	13 Weeks	<b>May 31, 2018</b> Thursday 5:30PM – 8:45PM	\$ 30,000.00	Online And Face -to- Face	WAC
<b>June</b>					
<b>Report Writing for Supervisors</b>	4 weeks	<b>June 4 - June 25, 2018</b> Tuesdays 7:00AM - 8:30AM	\$ 25,000.00	Face -to- Face or Online	TBA
<b>Introduction to Computers for New Users (Beginners &amp; Intermediate)</b>	4 weeks	<b>June 5 - June 26, 2018</b> Tuesdays 10:00AM - 12:30PM	\$ 18,000.00	Face -to- Face	TBA
<b>Developing Successful Trainers (Train the Trainer)</b>	5 Weeks	<b>June 11- July 11, 2018</b> Mondays & Wednesdays 5:30 PM - 8:00PM	\$ 32,000.00	Face -to- Face	WAC
<b>Event Planning and Implementation</b>	6 Weeks	<b>June 12- July 18, 2018</b> Tuesdays & Wednesdays 5:30 PM - 8:00PM	\$ 30,000.00	Online Or Face -to- Face	WAC
<b>Merchandizing Techniques in Retail</b>	4 weeks	<b>June 19- July 10, 2018</b> Tuesdays 5:30 PM - 8:00PM	\$ 25,000.00	Online Or Face -to- Face	WAC
<b>Payroll, Staff Benefits and Statutory Deductions</b>	6 Weeks	<b>June 20- July 25, 2018</b> Mondays & Wednesdays 5:30PM - 8:30PM	\$ 28,000.00	Online Or Face -to- Face	WAC
<b>Postgraduate Certificate in Organisation Development</b>	15 Weeks	<b>* June 28, 2018</b>	\$ 78,000.00	Online Or Face -to- Face	WAC
<b>July</b>					
<b>TGL Summer Sales Programme Young Entrepreneurs</b>	4 Weeks	<b>July 2 - July 26, 2018</b> Mondays - Thursdays 9:00AM- 12:00PM	\$35,000.00	Face -to- Face	WAC

<b>Customer Relationship Management</b>	4 Weeks	<b>July 4 - July 25, 2018</b> Wednesdays 5:30PM - 8:30PM	\$ 24,000.00	Face -to- Face	WAC
<b>Business and Professional Ethics</b>	5 weeks	<b>July 4, 2018</b> Mondays & Wednesdays 7:00AM- 8:30AM	\$ 25,000.00	Face -to- Face	WAC
<b>Corporate Wellness: Options and Benefits</b>	4 weeks	<b>July 5 - July 26, 2018</b> Thursdays 5:30PM - 8:30PM	\$ 25,000.00	Online Or Face -to- Face	WAC
<b>Microsoft Office For New Users (Beginners &amp; Intermediate)</b>	4 Weeks	<b>July 26- August 30, 2018</b> Mondays & Thursdays 6:00PM - 8:30PM	\$ 18,000.00	Face -to- Face	WAC
<b>Public Speaking</b>	6 Weeks	<b>July 11, 2018</b> Mondays & Wednesdays 5:30 PM - 8:30 PM	\$ 28,000.00	Face -to- Face	WAC
<b>Strategic Cost Reduction and Revenue Enhancement</b>	4 weeks	<b>July 19 - August 10, 2018</b> Thursdays & Fridays 7:00AM- 8:30 AM	\$ 25,000.00	Face -to- Face	WAC
<b>Supervisory Management - Early Morning</b>	13 Weeks	<b>July 23 - October 17, 2018</b> Mondays - Wednesdays 7:00AM- 8:30 AM	\$ 35,000.00	Face -to- Face	WAC
<b>Supervisory Management - Evening</b>	10 Weeks	<b>July 26- September 27, 2018</b> Tuesdays & Thursdays 6:00PM - 8:30PM	\$ 35,000.00	Online & Face -to- Face	WAC

Apply via the UCC website or submit an application form to [corporate\\_edu@ucc.edu.jm](mailto:corporate_edu@ucc.edu.jm) (Schedule as of May 11, 2018)

**NOTE:**

1. Registration fee (J\$500) applies for entry to multiple seminars/courses (Current UCC students exempt)
2. Discount for groups. Financing and payment plan available
3. Schedule details are subject to change without notice
4. Corporate groups: customised training option available at your training facility on a personalized schedule.