



**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
April					
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
Emotional Intelligence in Organizations	4 Weeks	24-Apr-18	\$ 22,000.00	Online & Face -to- Face	WAC
May					
Computer Information Systems	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Conferences and Conventions Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Corporate Governance	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Counselling Skills and Strategies	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Crime and Violence	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
English for Academic Purposes	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Entrepreneurship - Developing Opportunies and Business Plans	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Environmental Economics & Policy	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Financial Accounting	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Financial Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Financial Statement Analysis	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Food Beverage and Labour Cost	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Front Office Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Fundamentals of Accounting	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Human Computer Interaction & Interface Design	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Human Relations in Organization	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Human Resource Counselling	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
I.T. Audit and Control	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
IFRS Financial Reporting	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Industrial & Employees Relation	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Information Assurance and Security	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Integrated Marketing Communication	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
International Business Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
International Economics	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
International Logistics	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
International Marketing	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Introduction to Business Administration	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC

The Fundamentals of Sales Management - Professional Certification	9 weeks	15-May	\$ 75,000.00	Online Or Face -to- Face	WAC
Introduction to Family Counselling	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Introduction to Psychology	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Introduction to Spanish	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Legal and Ethical Issues in Applied Psychology	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Legal Concepts for Commerce	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Management Accounting	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Occupational Health and Safety	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Organisational Psychology	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Performance Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Production and Operations Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Project Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Public Speaking	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Recruitment, Selection & Orientation	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Sanitation, Hygiene and Safety	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Social Psychology	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Social Work Practice - Groups	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Social Work Practice - Individuals and Families	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Spa Services and Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Strategic Marketing	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Supervisory Management - Early Morning	13 Weeks	15-May	\$ 35,000.00	Face -to- Face	WAC
Supervisory Management - Evening	10 Weeks	15-May	\$ 35,000.00	Online Or Face -to- Face	WAC
Taxation Theory & Practice	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Tourism and Hospitality Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Tourism Marketing	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Tourism Planning and Policy Development	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Warehouse and Inventory Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
Wine and Beverage Management	13 Weeks	15-May	\$ 30,000.00	Online Or Face -to- Face	WAC
June					
Report Writing for Supervisors	4 Weeks	4-Jun	\$ 25,000.00	Online Or Face -to- Face	WAC
CompTIA Project Plus - Project Management	6 Weeks	5 June - 10 July	\$ 36,000.00	Online Or Face -to- Face	WAC
Developing Successful Trainers (Train the Trainer)	5 Weeks	11-Jun	\$ 32,000.00	Face -to- Face	WAC
TGL Summer Sizzle Sales School for High School Entrepreneurs	6 Weeks	11-Jun	\$ 75,000.00	Face -to- Face	WAC
Event Planning and Implementation	6 Weeks	13-Jun	\$ 30,000.00	Online Or Face -to- Face	WAC

Merchandizing Techniques in Retail	4 weeks	19-Jun	\$ 25,000.00	Online Or Face -to- Face	WAC
Payroll, Staff Benefits and Statutory Deductions	6 Weeks	27-Jun	\$ 28,000.00	Online Or Face -to- Face	WAC
Postgraduate Certificate in Organisation Development	15 Weeks	28-Jun	\$ 78,000.00	Online Or Face -to- Face	WAC
July					
Corporate Wellness: Options and Benefits	4 weeks	9-Jul	\$ 25,000.00	Online Or Face -to- Face	WAC
Customer Relationship Management	4 Weeks	4-Jul	\$ 24,000.00	Online Or Face -to- Face	WAC
Introduction to Computers for New Users (Beginners & Intermediate)	4 weeks	4-Jul	\$ 18,000.00	Online Or Face -to- Face	WAC
Business and Professional Ethics	5 weeks	4-Jul	\$ 25,000.00	Online Or Face -to- Face	WAC
Microsoft Office For New Users (Beginners & Intermediate)	4 Weeks	9-Jul	\$ 18,000.00	Online Or Face -to- Face	WAC
Public Speaking	6 Weeks	11-Jul	\$ 28,000.00	Online Or Face -to- Face	WAC
Records Management	6 Weeks	17-Jul	\$ 22,000.00	Online Or Face -to- Face	WAC
Strategic Cost Reduction and Revenue Enhancement	4 weeks	19-Jul	\$ 25,000.00	Online Or Face -to- Face	WAC
Supervisory Management - Early Morning	13 Weeks	23-Jul	\$ 35,000.00	Face -to- Face	WAC
Supervisory Management - Evening	10 Weeks	26-Jul	\$ 35,000.00	Online & Face -to- Face	WAC

Apply via the UCC website or submit an application form to corporate_edu@ucc.edu.jm (Schedule as of March 22, 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.

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