

PSB Academy Pte Ltd (A member of TÜV SÜD Group)
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 Co. / GST Reg. No. 200704825E



OVERALL SCHEDULE

Programme Title : Advanced Diploma in Human Resource Management (Part-Time)
Programme Schedule : 09/ADP004/02
Cohort : ADHRM 2/09
Duration : 16 November 2009 – 31 May 2011
Lesson Day/Time : Monday, Wednesday and Friday at 7.00pm – 10.00pm
Examination Time : 9.30am to 12.30pm
Lesson & Exam Venue : PSB Academy Campus @ Delta (Behind Tiong Bahru Plaza)

Term	Topics	Start	Day	End	Main Exam Month	Re-Exam Month
1	Quantitative Techniques	23 Nov'09	Mon	08 Mar'10	6 Apr'10	11 Aug'10
	Business Management from the HRM Perspective	18 Nov'09	Wed	10 Mar'10	12 Apr'10	6 Aug'10
	Human Resource Planning	20 Nov'09	Fri	12 Mar'10	1 Apr'10	3 Aug'10
2	Recruitment and Selection	30 April 2010	Fri	16 Jul'10	13 Aug'10	15 Dec'10
	Compensation Management	28 Apr'10	Wed	21 Jul'10	4 Aug'10	9 Dec'10
3	Performance Appraisal and Career Management	23 Aug'10	Mon	08 Nov'10	10 Dec'10	Apr'11
	Human Resource Development	25 Aug'10	Wed	10 Nov'10	14 Dec'10	Apr'11
	Industrial Relations	27 Aug'10	Fri	12 Nov'10	6 Dec'10	Apr'11
4	Organisational Development	03 Jan' 11	Mon	21 Mar'10	Apr'11	Aug'11
	Employee Communications	05 Jan' 11	Wed	23 Mar'10	Apr'11	Aug'11
	Graduation Project	Dec'10/ Jan'11 (Overall Briefing)	Notification through email	May'11	Submission : May'11	Not applicable

- Students are to report for classes on the start date of each module.
- Students will receive a Term Timetable at the first session of each term.
- Please refer to the Term Timetable for specific examination date for each module.
- No notification will be sent unless there is change in start date.
- Students need to achieve a minimum of 75% attendance and sit for all examinations if they have applied and approved for any type of funding schemes, i.e. SDF/NTUC-SEP/CDAC.
- **All students must achieve a minimum of 75% attendance per module, failing which you will be barred from examinations.**
- Index no. and room allocation will be made known on the date of the examination.
- PSB Academy reserves the right to change the schedule without prior notice.
- Results will be released 10 weeks from the last day of exam block

Programme Executive Contact info

New Lee May
 Centre for Foundation Studies

Direct line : 6517 2662
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Admission Office & Cashier Operating Hours

Weekdays : 9.00am - 7.30pm
Saturday : 9.00am - 2.00pm
Sunday & PH : Closed

Student Support Officers: 6517 2555 / 2664

Please turn over the page for Booklist Information.