

PSB Academy Pte Ltd (A member of TÜV SÜD Group)  
 355 Jalan Bukit Ho Swee  
 Singapore 169567  
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 Co. / GST Reg. No. 200704825E



## OVERALL SCHEDULE

Programme Title : **Diploma in Human Resource Management (Part Time)**  
 Programme Schedule : **09/DIP005/05**  
 Cohort : **DHRM 5/09**  
 Duration : 23 November 2009 – 31 August 2011  
 Lesson Day/Time : Monday & Thursday, 7.00pm – 10.00pm  
**Examination Time : 2.00 pm - 5.00 pm**  
**Lesson & Exam Venue : PSB Academy Campus @ Delta (Behind Tiong Bahru Plaza)**

Term	Module	Start	Day	End	Main Exam Month	Re-Exam Month
1	English Skills (ES)	23 Nov'09	Mon	15 Mar'10	12 April 2010	6 August 2010
	Quantitative Skills (QS)	26 Nov'09	Thur	11 Mar'10	6 April 2010	11 August 2010
2	The Environment of Human Resource Management (ENV)	03 May'10	Mon	12 Jul'10	3 August 2010	13 December 2010
	HR Planning, Recruitment & Selection (HRPS)	06 May'10	Thur	15 Jul'10	13 August 2010	6 December 2010
3	Compensation (COMP)	30 Aug'10	Mon	01 Nov'10	10 December 2010	April 2011
	Employee Relations (ER)	02 Sep'10	Thur	04 Nov'10	30 November 2010	April 2011
4	Training & Development (T&D)	03 Jan'10	Mon	14 Mar'11	April 2011	August 2011
	Performance Appraisal (PA)	06 Jan'10	Thur	17 Mar'11	April 2011	August 2011
5	Performance Improvement Systems (PIS)	09 May'11	Mon	11 Jul'11	August 2011	November / December 2011
	Human Resource Management Systems (HRMS)	05 May'11	Thur	14 Jul'11	August 2011	November / December 2011

- 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**  
**Fax : 6276 1757**  
**Email : [lee-may.new@psb-academy.edu.sg](mailto:lee-may.new@psb-academy.edu.sg)**

### Admission Office & Cashier Operating Hours

**Weekdays : 9.00am - 8.00pm**  
**Saturday : 9.00am - 2.00pm**  
**Sunday & PH : Closed**

**Student Support Officers:**  
**6517 2555 / 6517 2664 / 6885 1000**