



Minds at work

FACULTY OF BUSINESS, LEISURE AND CARE

Higher National Certificate in Business

Course overview

The Higher National Certificate is a long established, internationally recognised qualification. It is a broad based course intended for those who are in, or wish to enter, Management or Administrative roles. It is also the first two years of a part time Degree in Business Management. It is vocationally based course which aims to provide a broad-based education which can act as the foundation for a range of business careers and also self-employment.

Entry requirements

18-21 year olds - BTEC National Certificate or Diploma, an Advanced GNVQ, an AVCE, or at least one GCE A- Level pass with appropriate supporting passes at GCSE at grades A, B or C.

Over 21 - Significant relevant work experience plus enthusiasm and a wish to succeed, subject to interview.

Course length and mode of attendance

Two years. You will attend two evenings per week, Monday and Thursday, usually 6-9pm. In addition you will be expected to undertake 6-10 hours of private study.

What will I study?

You will study nine modules over two years. These include Business Environment, People and Marketing, Contractual and Business Regulations and Introduction to Business Accounting.

What qualification will I obtain?

You will receive a Higher National Certificate. You will also automatically be admitted onto the BA (Hons) Business Management. After completion of two additional units.

How will I be assessed?

There are a variety of methods employed throughout the course with the emphasis on work relevance. Assessment is by a mixture of on-going coursework, closed and open book examination, case-based assignments and project work. Assessment can be either individual or group based.

Where will it lead?

The programme is designed to make students more immediately employable and/ or advance promotion and career prospects. On successful completion, it also allows automatic access onto the BA (Hons) Business Management and a range of professional qualification.

How do I apply?

Either complete the application form in the Higher Education Prospectus or contact the course tutor Mike Clarke by email mike.clarke@burton-college.ac.uk or on 01283 494764.

Cost of course

Price on application.

For more details on this course please call Student Services

01283 494474

