

# SAGITTARIUS



Centre for Information Technology & Business Studies

Suite 54a, NovaBuilding

St Jean Road, Quatre Bornes

MAURITIUS

Tel: (230) 464 0997 Fax: (230) 465 3165



Dear Sir/Madam

***Re: New Courses Starting as from next semester***

Further to your inquiry we are pleased to enclose requested information about the course/s that you are interested in. We are also enclosing the price list as an indication to charges for the course and an enrolment form for you to complete and return, should you have decided to join the course.

We take this opportunity to inform you that all the courses offered at Sagittarius are approved either by the Mauritius Qualifications Authority or the Tertiary education Commission, and that companies sponsoring their employee/s for any of our courses, falling under the 'Training Grant Incentive Scheme', are entitled for refund under the '**Levy and Grant system**' of the HRDC.

Please do not hesitate to contact us, should you require any further information.

Thank you.

Yours sincerely

Management

*This is a computer generated document and requires no signature*

## SAGITTARIUS

Centre for Information Technology & Business Studies (Mauritius) Ltd.  
QuatreBornes – Central Flacq



WHY SETTLE FOR SECOND BEST  
JOIN SAGITTARIUS AND ENJOY THE FOLLOWING BENEFITS

1. Top quality training facilities
2. Internationally qualified lecturers and consultants
3. Support administrators and consultants from the UK
4. Courses approved by the MQA and the TEC
5. Information Technology support and Internet access
6. Latest application softwares
7. Local administration service for students' registration and examinations entries
8. Flexible study hours – (full time/ part time/ on-line courses)
9. Prepayment discounts on full courses and instalment facilities
10. Advice on further education in the UK and elsewhere
11. Repeat classes at discounted cost
12. Branch network : QuatreBornes and Flacq

For any further information on any of the above, please contact us at any of our offices;

*Suite 54A  
NovaBuilding  
St Jean Road  
QuatreBornes  
Tel: 464 0997, 466 1771*

OR

*3<sup>rd</sup> floor  
ArcadeSibartie  
La Source  
Central Flacq  
UNDER RENOVATION  
465 316, 464 2047*



## BUSINESS MANAGEMENT & MARKETING

### Introduction

Understanding and meeting the wants and needs of an organisation's customers and communicating the value and benefits of its goods or services are crucial components of the marketing function..

Marketing provides interesting and varied career opportunities with roles that can be very creative or highly analytical, depending on where your interest lies. It also offers the opportunity to rise to the very highest level of an organisation.

The advantage of ABE's marketing stream is that you gain a specialism combined with general business management expertise. Being able to offer marketing skills, along with a wide-ranging strategic understanding of business management, will provide holders of our qualifications with an enviable skill set which will prove invaluable as they progress to senior management. It also has the potential to give a wider range of career options than a pure marketing qualification.

Entrepreneurialism is also embedded throughout the programmes. This is another great benefit as employers value staff who demonstrate entrepreneurial abilities and, in an ever-changing job market, having the know-how to create your own business is an invaluable life skill.

In addition, our full Diplomas all carry 120 academic credits, which means they match with the stages of a Bachelors degree.

### Method of Assessment

All subjects will be assessed by a combination of assignments and written external examination of three hours duration.

### Course Structure

The Business Management and Marketing Programme is offered at Level 4, 5 and 6 Diplomas. The modules and requirements for each level are indicated below.

#### PROGRESS CHART

##### **Level 4 Dip in Bus Mgt & Marketing (8 x 15 = 120 credits)**

###### *Eight compulsory modules*

Dynamic Business Environment  
Enterprising Organisation  
Employability & Self-Development  
Finance for Managers  
Introduction to Entrepreneurship  
Introduction to Quantitative Methods  
Project Management  
Principles of Marketing Practice

##### **Level 5 Dip in Bus Mgt & Marketing (6 x 20 = 120 credits)**

###### *Four Core subjects:*

Managing Agile Organizations & People  
Innovative & Business Performance  
Effective Financial Management  
Int. Business Economics and Markets

###### *Plus two of the following options:*

Integrated Marketing Communications  
Buyer and Consumer Behaviour  
Social and Societal Marketing

##### **Level 6 Dip in Bus Mgt and Marketing (6 x 20 = 120 credits)**

###### *Four compulsory subjects:*

Leading Strategic Change  
Business Strategy & Decision Making  
Developing International Markets  
Business Ethics & Sustainability

###### *Plus two of the following options:*

Strategic Marketing  
Strategic Marketing Relationships  
Digital Marketing Strategy

**On completion of the Level 6 Diploma, candidates are eligible to enter directly onto the year three (Top Up) of an UK Honours Degree, offered through Sagittarius**

1. SURNAME (Mr / Mrs / Miss).....

2. OTHER NAME (S) .....

3. DATE OF BIRTH .....

4. MARITAL STATUS                      Single ☐

   Married ☐

5. HOME ADDRESS .....

.....

HOME TEL..... MOBILE .....

EMAIL .....

6. BUSINESS ADDRESS .....

.....

BUSINESS TEL No .....

7. EDUCATIONAL QUALIFICATION/S .....

.....

8. PRESENT EMPLOYMENT .....

9. NAME AND ADDRESS OF SPONSOR (if applicable)

.....

.....

TEL No .....

10. COURSE DELIVERY MODE REQUIRED (please tick appropriate boxes)

FULL TIME ☐                      PART- TIME ☐                      ONLINE ☐

11. HOW DID YOU COME TO KNOW ABOUT SAGITTARIUS?

(a) NEWSPAPER ADVERTISEMENT ☐

(b) PERSONAL RECOMMENDATION ☐

(c) OTHER: Please specify .....

12. PROPOSED DATE OF COURSE COMMENCEMENT

January .....

April / May .....

July .....

September / October .....



### ABE (Bus Mgt/HRM/Marketing)

Level 4                      Level 5                      Level 6

☐                      ☐                      ☐

### ACCA (Accounting)

Fun                      Essn                      Prof

☐                      ☐                      ☐

### FIA / CAT (Accounting)

Modules:

### ICSA (Governance)

Professional (CSQS)

International Fin & Admin

☐

☐

### CIM (Marketing)

Intro                      Prof Cert                      Prof Dip                      CPGD

☐                      ☐                      ☐                      ☐

### CIPS (Procurement & Supply)

Cert                      Dip                      A Dip                      GDip

☐                      ☐                      ☐                      ☐

### BCS (Information Technology)

☐ (Level) .....

### Other Course

☐ .....

I have read and understood the terms and conditions provided on the reverse of this form and agree to follow and abide by them, if I am accepted. I enclose Rs100 as enrolment fee which, I understand, is only refunded if my application is rejected.

SIGNATURE.....

DATE.....

Please forward your application plus the appropriate enrolment fee

**Terms and conditions of acceptance**

Trying harder – today and tomorrow

- **Enrolment Fee:** An applicant is required to pay an enrolment fee of Rs 100, for all courses (Rs 500 for undergraduate and post graduate) on joining Sagittarius which is only refundable if the student's enrolment is rejected by the centre.
- **Course Fee:** Applicants should forward the full course fees or agreed course deposit prior to commencement of studies. This fee will only be refunded in full should the centre not offer the course for which the candidate has enrolled.
- **Qualifications:** Students should ensure that they are suitably qualified to be accepted as a *Student Member* by the awarding body prior to commencement of studies.
- **Registration and Examination Fees:** These are separate from course fees of Sagittarius. For full details, consult our office. The amounts payable and payment deadlines are posted on the notice board at appropriate times.
- **Photographs:** Two passport size photographs must accompany your application.
- **Acceptance:** The centre can only confirm course places on receipt of a correctly completed application form and full payment of course fees or course deposit fee.
- **Refunds:** It is regretted that fees cannot be refunded once the course has started. Students are entitled to a refund, less Rs. 500 cancellation fee, if they advise Sagittarius, in writing of their intention to withdraw from the course, two weeks before the start of the course.
- **Sponsors:** In case of a candidate being sponsored by his/her employer, the course fees must be paid in full, prior to commencement of the course.
- **Repeat Classes:** Students who have paid for and attended a full course but have unfortunately failed, are eligible for 50% discount\* when repeating. (\* condition applies)
- **Legal Obligations:**
  - Sagittarius is committed to assist students during the course for which fees have been accepted.
  - The student also has an obligation that once the course has commenced, he/she should complete the payment of the agreed course fees.

*Sagittarius can administer all correspondences with the examination boards on behalf of the students, if agreed by the student.*

### NOTES (Office use)

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### AGREED FEES

COURSE	FEES	Student Signature