

## 2024/25 Long Programme Apply for January / June

### BUSINESS & INFORMATION RESOURCES MANAGEMENT

	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
<b>CISCO Certificate in Cyber Security</b>	6 Months Part Time	5 Passes plus related work experience	Information Security Officer, Cyber Security Analyst, Certified Ethical Hacker, Information Security Entrepreneur
<b>CISCO Certificate CCNA 1: Introduction to Networks</b>	12 Weeks Part Time	IT related Course / Relevant Working Experience	Helpdesk, Technician, Network Administrator, Network Support Technician
<b>CCNA 2: Switching, Routing and Wireless Essentials</b>	8 Weeks	Certificate in CISCO CCNA1	Helpdesk, Technician, Network Administrator, Network Support Technician
<b>CCNA 3: Enterprise Networking, Security and Automation</b>	8 Weeks	Certificate in CISCO CCNA 2	Network Engineer, Helpdesk, Technician, Network Administrator, Network Support Technician
<b>Certificate in Procurement and Supply</b>	6 months	5 Passes	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/Store-Lady
<b>*Diploma in Procurement and Supply</b>	2 ½ Years Full Time 3 Years Part Time	CIPS Certificate / Any Other Qualification / Relevant Work Experience	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/Store-Lady
<b>Advanced Diploma in Procurement and Supply</b>	1 ½ Years Part Time	Strictly Diploma in CIPS	Strategic Sourcing Manager, Supply Management Analyst, Logistics Analyst, Supply Chain Offer

## BUSINESS & INFORMATION RESOURCES MANAGEMENT

	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
<b>Diploma in Business Management - (NCC) L7DBM</b>	1 Year Full Time 18 Months Part Time	Relevant Degree	Accounting Officer, HR Officer, Marketing Officer, Operations Officer, Teller, Sales Officer and Customer Service Representative
<b>Diploma in Information Technology</b>	2 Years Full Time 3 Years Part Time	Mathematics / Physics & 2 other credits	IT Officer Network Administrator / Software Designer / Systems Developer
<b>Diploma in Accounting &amp; Business Studies (DABS)</b>	2 Years Full time 3 Years Part time	Accounts / Business Studies / Commerce / Maths / Economics / Entrepreneurship	Accounting Officer, Bookkeeper, Accounting Clerk, Credit Controller
<b>Association of Chartered Certified Accountants (ACCA)</b>	2 - 3 ½ years	Two A levels and 3 GCSEs (or equivalent) these need to be in five separate subjects including English and Mathematics	Financial Accountant, Management Accountant, Corporate Treasurer, Financial Controller, Fund Accountant, Finance Director, Finance Manager, CFO, Forensic Accountant, Auditor, Tax Specialist, Business Consultant, Accounts/ Finance Lecturer

## HUMAN RESOURCE & ORGANIZATIONAL DEVELOPMENT MANAGEMENT

	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
<b>Certificate in Freight forwarding and Custom Compliance</b>	18 Months Part Time	SGCE, IGCSE, Matric 4 credits including English, Mature Age Entry, Recognition of Prior Learning	Clearing Agent, Logistics and Distribution Officer
<b>*Diploma in Human Resource Management</b>	2 Years Full Time 3 Years Part Time	3 Credits including English Language/ Literature in English	Human Resource Officer, Administrator, Administration Officer, Compensation Officer, Assistant Training Officer, Learning & Development Officer
<b>*BA Human Resource Management (Top Up)</b>	2 Years Part Time	Diploma in HR from a recognized institution	Corporate Affairs Manager, Talent Manager, Administration Officer

**\*Now available on Eswatini Government Scholarship**

Scholarship requirements for

**Diploma: 27 Points**

**Degree: 30 Points**

# ACADEMIC YEAR - FEES STRUCTURE 2024/25

(Fees may differ slightly for 2025)

BSc/ BAs/ DEGREE COURSES	FEES	
Human Resource Management	Annual: <b>Semester:</b>	E25,830.00 <b>E12,915.00</b>
DIPLOMA COURSES	FEES	
Human Resource Management Information Technology	FULL TIME Annual: <b>Semester:</b>	E25,610.00 <b>E12,805.00</b>
Accounting and Business Studies	PART TIME Annual: <b>Semester:</b>	E20,359.00 <b>E10,180.00</b>
CERTIFICATES	FEES	
Network Security & Cyber Crime	6 Months:	E13,232.00
Freight forwarding and Customs Compliance	18 Months: <b>Semester:</b>	E26,520.00 <b>E8,840.00</b>
CCNA1 CCNA 2 & 3	12 Weeks: 8 Weeks:	E5,400.00 E5,600.00

CERTIFICATE IN PROCUREMENT AND SUPPLY FULL TIME	
ITEM	AMOUNT (E)
<b>Semester Fee</b>	<b>13,760.00</b>
Examination Fee	4,350.00
Textbooks	1,638.00
Membership and Registration	1,635.00
<b>TOTAL</b>	<b>21,383.00</b>

CERTIFICATE IN PROCUREMENT AND SUPPLY PART TIME	
ITEM	AMOUNT (E)
<b>Semester 1</b>	<b>8,256.00</b>
<b>Semester 2</b>	<b>5,504.00</b>
Examination Fee	4,350.00
Textbooks	1,638.00
Membership and Registration	1,635.00
<b>TOTAL</b>	<b>21,383.00</b>

DIPLOMA IN PROCUREMENT AND SUPPLY PART TIME AND FULL TIME	
ITEM	AMOUNT (E)
Annual Tuition Fee	20,274.00
<b>Semester 1 Tuition Fee</b>	<b>10,137.00</b>
<b>Semester 2 Tuition Fee</b>	<b>10,137.00</b>
CIPS Exam Fees	7,270.00
Membership and Registration	1,635.00
Textbooks	2,550.00

An IPM subscription fee of E600.00 is applicable to Human Resource Management students only.

CIPS ADVANCED DIPLOMA (18 MONTHS)	
ITEM	AMOUNT (E)
Annual Tuition Fees	36,774.00
<b>Semester 1 (Incl. Textbooks)</b>	<b>12,156.00</b>
<b>Semester 2 (Incl. Textbooks)</b>	<b>12,156.00</b>
<b>Semester 3 (Incl. Textbooks)</b>	<b>12,465.00</b>
Membership and Registration	1,635.00
Exam Fees	Available on Request
Diploma in Business Management	
<b>Part Time</b>	<b>25,830 p.a</b>
<b>Exam and Registration Fees</b>	
Diploma in Business Management	GBP 385

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)	
(Applied Knowledge & Applied Skills Level)	E5, 000/paper
Semester Tuition Fees	
<b>Fees payable directly to ACCA</b>	
<ul style="list-style-type: none"> <li>Initial registration fees 45GBP</li> <li>Re-registration fees 45GBP</li> <li>Annual subscription fees (2024) 134 GBP</li> </ul>	
<b>Examination fees-standard entry</b>	
142GBP/paper/per seating	
<b>Exemption fees</b>	
Applied knowledge exam/paper 86GBP	
Applied skills exam/paper 114 GBP	
For more information visit <a href="http://www.accaglobal.com">www.accaglobal.com</a>	


SUPPLEMENTARY FEE FOR IDM COURSES
<b>E500</b>
COMPUTER BASED INVIGILATION FEES
<b>E400</b>



## PAYMENT PLANS AND OPTIONS

As per IDM Policy tuition fees are payable in FULL before registration. However, the fees may be paid on a semester basis. All students shall be required to pay the prescribed deposit fee before each semester registration. Payment options are available and indicated on our tuition payment plan agreement form.





### TERMS AND CONDITIONS:

1. No student shall be allowed to attend classes without paying the required tuition fee deposit.
2. Tuition fees are to be paid directly into IDMs **Standard Bank Ltd Account No: 911 000 3233 998** or MTN Mobile Money Cell Number **7809 0080**.  
A copy of the proof of payment must be sent to [payments@idmbles.ac.sz](mailto:payments@idmbles.ac.sz), or  7682 6651.
3. Tuition fees for **all courses on offer** are subject to an annual increase which shall be communicated before commencement of the new academic year.
4. The 2024 tuition fees for long term programs, courses running for more than one (1) academic year, are also subject to an annual review and increase.
5. Students shall be **required to settle their tuition fees before payment of examination fees** may be accepted.
6. Refunds are subject to the Institute's Refunds Policy and a copy of the receipt must always be attached to the application for refund.
7. Franchised courses' examination and registration fees are determined **by the Franchisors**, namely NCC and CIPS are payable in British Pounds Sterling (£). These fees shall be communicated to you when due.
8. Any prescribed textbooks shall be billed separately from the tuition.

### Application Forms are to be submitted with the following:

Certified Academic certificates  
 Certified Copy of National ID  
 Application Fee: E200.00

### FOR MORE INFORMATION CONTACT:

 (+268) 2550 4085    (+268) 7692 7284 (also available on whatsapp)  
 [registrar\\_e@idmbles.ac.sz](mailto:registrar_e@idmbles.ac.sz) / [nomcebom@idmbles.ac.sz](mailto:nomcebom@idmbles.ac.sz) / [nontobeko@idmbles.ac.sz](mailto:nontobeko@idmbles.ac.sz)    IDM Eswatini  
 For short courses email: [businessdevelopment@idmbles.ac.sz](mailto:businessdevelopment@idmbles.ac.sz)