




## 2025 Education & Training Programmes

### Apply for January / June

PROGRAMME	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
<b>*BA Human Resource Management (Top Up)</b> NQF Level 7	2 Years Part Time	Diploma in HR from a recognized institution	Corporate Affairs Manager, Talent Manager, Administration Officer
<b>NEW Bachelor of Science in Information Technology (BSc.IT)</b> NQF level 7	3.5 - 4 Years Full Time  4.5 - 5 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: 6 passes with 5 at C grade or better, including English Language and Mathematics. 2 required subjects at C or better: Physical Science, Information Technology, Physics, Design and Technology</li> <li>National Senior Certificate/ International Secondary Certificate/ Matriculation with a Bachelors level recommendation with a minimum of 6 passes including Mathematics and English Primary Language. 2 required subjects from: Physical Science, Information Technology, Computer Application Technology, Computer Studies, Design and Technology</li> <li>Diploma in a relevant qualification</li> </ul>	Information Technology Managers, IT Project Managers, Systems Analysts, System Developers, Web Developers, Database Administrators, IT Network Administrators, End User Support
<b>NEW Bachelor of Management in Education and School Leadership (BMESL)</b> NQF Level 7	4 Years Full Time  5 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: 6 passes with 5 at C grade or better, including English Language.</li> <li>National Senior Certificate/ International Secondary Certificate/ Matriculation with a Bachelors level recommendation with a minimum of 6 passes including English Primary Language.</li> <li>Diploma in a relevant qualification</li> </ul>	School Leaders, Administrators, Grantees, Managers and Head of Departments in schools, in Technical and Vocational Centres, Early Childhood Development Centres; or any other educational institution and training facility where learning occurs.
<b>NEW Bachelor in Occupational Health and Safety Management (BOHSM)</b> NQF Level 7	3.5 - 4 Years Full Time  4.5 - 5 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: 6 passes with 5 at C grade or better, including English Language. 2 required subjects at C or better: Mathematics, Biology, Chemistry, Physical Science, Combined Science or Additional Combined Science)</li> <li>National Senior Certificate/ International Secondary Certificate/ Matriculation with a Bachelors Level recommendation with a minimum of 6 passes including English Primary Language and 2 required subjects from: Physical Science, Life Sciences/ Biology, Geography, Mathematics</li> <li>Diploma in a relevant qualification</li> </ul>	Practitioners and specialists in Occupational Safety and Health Management. OSH Management Specialists can work in diverse settings, such as manufacturing plants, construction sites, healthcare facilities, or even government agencies.
<b>NEW Bachelor of Community Development (BCD)</b> NQF Level 7	3.5 - 4 Years Full Time  4.5 - 5 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: 6 passes with 5 at C grade or better, including English Language.</li> <li>National Senior Certificate/ International Secondary Certificate/ Matriculation with a Bachelors level recommendation with a minimum of 6 passes including English Primary Language.</li> <li>Diploma in a relevant qualification</li> </ul>	Professional Community Development Practitioners

PROGRAMME	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
Diploma in Information Technology NQF Level 5	2 Years Full Time 3 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: Atleast 5 passes including 3 credits in Mathematics / Physics &amp; 2 other credits</li> </ul>	IT Officer Network Administrator, Software Designer, Systems Developer
*Diploma in Human Resource Management NQF Level 5	2 Years Full Time 3 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: Atleast 5 passes including 3 Credits in English Language/ Literature in English</li> </ul>	Human Resource Officer, Administrator, Administration Officer, Compensation Officer, Assistant Training Officer, Learning & Development Officer
 Diploma in Occupational Health and Safety (D.OHS) NQF Level 5	2 Years Full Time 3 Years Part Time	<ul style="list-style-type: none"> <li>EGCSE/ IGCSE/ GCE O'Level: 5 passes with 3 at C grade or better and a minimum of grade D in English Language and any other subject. (2 required subjects at C or better: Mathematics, Biology, Chemistry, Physical Science, Combined Science or Additional Combined Science)</li> <li>National Senior Certificate/ International Secondary Certificate/ Matriculation with a Diploma Level recommendation with a minimum of 6 passes including English Primary Language and 2 required subjects from: Physical Science, Life Sciences/ Biology, Geography, Mathematics</li> <li>Certificate in a related qualification</li> </ul>	Occupational Safety and Health Officers, Industrial Hygienists, or Workplace Wellness Coordinators
Certificate in Freight forwarding and Custom Compliance NQF Level 4	18 Months Part Time	<ul style="list-style-type: none"> <li>SGCE, IGCSE, Matric 4 credits including English</li> </ul>	Clearing Agent, Logistics and Distribution Officer

	PROGRAMME	DURATION	ENTRY REQUIREMENTS	TARGET CAREER OPPORTUNITIES
Professional Non Credit Bearing	Beginners Tax Certificate	12 Weeks Part Time	No prior knowledge of tax needed / Relevant Working Experience	Tax Understanding & Compliance
	CISCO Certificate in Cyber Security	6 Months Part Time	5 Passes plus Relevant Working Experience	Information Security Officer, Cyber Security Analyst, Certified Ethical Hacker, Information Security Entrepreneur
	CISCO Certificate CCNA 1: Introduction to Networks	12 Weeks Part Time	IT related Course / Relevant Working Experience	Helpdesk, Technician, Network Administrator, Network Support Technician
	CCNA 2: Switching, Routing and Wireless Essentials	12 Weeks	Certificate in CISCO CCNA1	Helpdesk, Technician, Network Administrator, Network Support Technician
	CCNA 3: Enterprise Networking, Security and Automation	12 Weeks	Certificate in CISCO CCNA 2	Network Engineer, Helpdesk, Technician, Network Administrator, Network Support Technician
Professional Credit Bearing	CIPS Certificate Level 2 (18 Credits)	6 months	5 passes	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/ Store-Lady
	CIPS Advanced Certificate Level 3 (30 Credits)	1 year	CIPS Level 2 Certificate	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/ Store-Lady
	CIPS Diploma Level 4 (60 Credits)	1 year	CIPS Advanced Certificate / At least 2 years relevant work experience / At least 2 Advanced Levels passes or International Equivalent	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/ Store-Lady
	CIPS Advanced Diploma Level 5 (60 Credits)	1 year	CIPS Level 4 Diploma in Procurement and Supply	Strategic Sourcing Manager, Supply Management Analyst, Logistics Analyst, Supply Chain Manager
	CIPS Professional Diploma Level 6 (60 Credits)	1 year	CIPS Level 5 Advanced Diploma in Procurement and Supply	Strategic Sourcing Manager, Supply Management Analyst, Logistics Analyst, Supply Chain Manager
	*CIPS Diploma Level 4 (60 Credits)	3 Years	EGCSE/ IGCSE/ GCE O'Level 5 Credits	Tender-Awarding Personnel, Purchasing Officer, Logistics Officer, Store-Man/ Store-Lady

**\*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)

PROGRAMME	ANNUAL FEES	SEMESTER FEES
<b>Undergraduate Qualifications</b>		
BA Human Resource Management P/T (2yrs)	25,830	12,915
BSc IT - F/T (3.5yrs)	26,330	13,165
BSc IT - P/T (4.5 - 5yrs)	21,076	10,538
Bachelor of Community Development - F/T (3.5 - 4yrs)	26,330	13,165
Bachelor of Community Development - P/T (4.5 - 5yrs)	17,181	8,591
Bachelor of Mngmt in Edu & Sch Leadrshp - F/T (4yrs)	26,330	13,165
Bachelor of Mngmt in Edu & sch Leadrshp - PT (5yrs)	17,181	8,591
Bachelor in OHS Mngmt - F/T (3.5 - 4yrs)	27,330	13,665
Bachelor in OHS Mngmt - P/T (4.5 - 5yrs)	19,912	9,956
<b>Diploma Qualifications</b>		
Human Resource Management - F/T (2yrs)	25,610	12,805
Human Resource Management - P/T (3yrs)	20,359	10,180
Occupational Health & Safety - F/T (2yrs)	27,110	13,555
Occupational Health & Safety - P/T (3yrs)	21,859	10,930
Diploma in IT - F/T (2yrs)	25,610	12,805
Diploma in IT - P/T (3yrs)	20,360	10,180
<b>Network Security (6 months)</b>	<b>13,232</b>	<b>6,616</b>
<b>Certificate in Procurement and Supply</b>		<b>13,760</b>
CIPS Exam fees		4,480
CIPS Membership and Registration		1,635
Textbooks		1,638
<b>Diploma in Procurement and Supply</b>		
Semester 1 Tuition Fee		10,137
Semester 2 Tuition Fee		10,137
CIPS Exam Fees		7,578
CIPS Membership and Registration		1,635
Textbooks		5,100
<b>CIPS Advanced Diploma (18 months)</b>		
Semester 1 (incl. textbooks)		12,258
Semester 2 (incl. textbooks)		12,258
Semester 3 (incl. textbooks)		12,258
CIPS membership and registration		
(Exam fees dependant on electives, not included)		
<b>CCNA 1 (12 weeks)</b>	<b>5,400</b>	<b>5,400</b>
<b>CCNA 2/3 (12 weeks)</b>	<b>5,600</b>	<b>5,600</b>
<b>Certificate in Freight (18 months)</b>	<b>26,520</b>	<b>8,840</b>
<b>Certificate in Beginners Tax (12 weeks)</b>		<b>12,155</b>
<b>SUPPLEMENTARY FEE FOR IDM COURSES</b>		<b>E500</b>
<b>COMPUTER BASED INVIGILATION FEES</b>		<b>E400</b>

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








## PAYMENT OF FEES

The Institute is committed to financial transparency and responsible financial management with the aim of providing academic excellence while ensuring sustainability of the College.

All students are therefore required to pay a prescribed deposit before any academic registration may take place. Exceptions to the deposit are granted to students who can provide evidence of having been awarded financial aid or scholarship.

All fees charged are due and payable one month before examination.

### TERMS AND CONDITIONS:

1. Students are not 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**,  **FNB Account No: 631 043 753 73** or  **MoMo** |  **MTN Mobile Money Cell Number 7809 0080**. A copy of the proof of payment must be sent to [payments@idmbls.ac.sz](mailto:payments@idmbls.ac.sz), or  7682 6651.
3. Tuition fees for **all courses on offer** are subject to an annual increase which is communicated before commencement of the new academic year.
4. Students enrolled for franchised programmes are **required to settle their tuition fees before payment of examination fees** may be accepted.
5. Refunds are subject to the Institute's Refunds Policy and are initiated through the application for refund form.
6. Franchised courses examination and registration fees are determined **by the Franchisors**, namely CIPS payable in British Pounds Sterling.
7. 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)

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