

# Certificate in Information Technology

## Introduction

Certificate in Information Technology is a bridging programme for those who do not meet the minimum entry requirements of International Diploma programmes offered by Genetic Computer School.

## Course Objectives

The certificate course will give you:

- An understanding of different computer systems, hardware and software used in modern business environment
- An understanding of computer programs and program design (algorithms)
- Advance skills in office applications
- An understanding of different types of networks and their use in business environment
- A basis for going on to further study in IT

## Modules

- Office Computing
- Introduction to Computer Systems and Programming Computer
- Networks and Administration
- Business Information Systems

## Entry Requirements

- Age: 16
- Academic
  - GCE N Level or
  - 10 years of General Education or equivalent
- Language
  - Grade D at GCE N Level English or equivalent

## Completion Criteria

- Minimum 75% attendance for Local/ PR & Non-Student Pass Holders
- Minimum 90% attendance for International Student
- Must pass all the examinations and assessments for all modules

## Course Type

- Full Time

## Course Duration

- 6 Months

## Intake

- Please visit our website for the intake dates

## Certification

- Upon completion of this course, students will be awarded with Genetic Computer School Certificate in Information Technology.

## Teacher-Student Ratio

- The average Teacher-Student Ratio for the school is 1:25. Minimum class size is subject to change and approval by Genetic Computer School.

## Modes of Payment

- The modes of payment available are cash, cheque, cashier's order, Telegraphic Transfer or Bank Transfer.

## Fee Protection Scheme

- GCS adopts Insurance Scheme for all its students and engages the service of the LONPAC Insurance BHD in compliance with the fee protection scheme of EduTrust. For more information on FPS please refer to our website at [www.genetic.edu.sg](http://www.genetic.edu.sg)

## Course Fee

- The course fees are due and is payable in 1 time payment
- All fees are subject to prevailing GST of 9%

Application Fee – (Non-Refundable)  
 Local students – SGD 50  
 Non-ASEAN – SGD 400  
 ASEAN - SGD 150

## Miscellaneous Fee

For the detailed information on the miscellaneous fees please refer to our website.

Note: Miscellaneous Fees refer to any non-compulsory and non-standard fees which the students will pay only when necessary or applicable. Such fees are normally collected on an ad hoc basis by the GCS when the need arises.

Certificate in Information Technology	Local Student (For Foreigner/PR/Employment Pass and other passes)	ASEAN (Require Student Pass)	NON-ASEAN (Require Student Pass)
	Amount SGD	Amount SGD	Amount SGD
Course Fee	4,000	4,000	4,000
Administrative Fee	650	650	650
FPS Processing Fee	150	150	150
<b>Total</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>

## Payment Schedule

Certificate in Information Technology	Local Student (For Foreigner/PR/Employment Pass and other passes)	ASEAN (Require Student Pass)	NON-ASEAN (Require Student Pass)
Application Fee (Upon Registration)	50	150	400
1 Time Payment for 6 Months	4,800	4,800	4,800
<b>Total</b>	<b>4,850</b>	<b>4,950</b>	<b>5,200</b>

## How to Apply?

Applicants can apply through our website ([www.genetic.edu.sg](http://www.genetic.edu.sg)) or call our programme consultant for more information of the course.

You can also e-mail us at [info@genetic.edu.sg](mailto:info@genetic.edu.sg)

### Notes:

- The minimum enrollment required to start a class is 5 students.