

# **PART-TIME** BUSINESS CHINESE COURSE

**Course Brochure** 





## PART-TIME BUSINESS CHINESE COURSE

#### Objectives

This course is tailored to improve workplace communication by teaching proper speech, pronunciation, and the ability to converse and write following correct grammatical rules and sentence structures. Students progress from **Level 1 to Level 3**, enhancing their conversational skills.

Areas covered in the course include: daily conversation and interaction with colleagues and clients, telephone etiquette, handling job enquiries and providing job specific information, making appointments, offering suggestions, issuing warnings and addressing complaints.

## Duration

• Each level consists of 12 lessons (2 hours per lesson)

#### **Lessons Time:**

- Monday & Wednesday 7:30 p.m. 9:30 p.m. OR
- Tuesday & Thursday 7:30 p.m. 9:30 p.m. OR
- Saturday 9:00 a.m. 11:00 a.m. and 11:30 a.m. 1:30 p.m.

\*No lessons conducted during public holidays.

## **Course Completion & Certification**

Upon completion of the course, students will be awarded with an Attendance Certificate by Spring College International, regardless of taking the end-of-course examination.

\*The end-of-course examination is optional.

## **Pre-requisites**

For students who wish to join Level 2 and above, a placement test is required to assess your Chinese proficiency.

\*There are no pre-requisites for Level 1.

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## PART-TIME BUSINESS CHINESE COURSE

|            | Со         | urse Fees       |          |          |  |
|------------|------------|-----------------|----------|----------|--|
| Level      |            | Charges         |          |          |  |
|            | Course Fee |                 | Irse Fee | \$600.00 |  |
|            |            | Application Fee |          | \$50.00  |  |
| Per Level  |            | Materials Fee   |          | \$60.00  |  |
| (24 hours) |            | GST 9%          |          | \$63.90  |  |
|            |            | Grand Total     |          | \$773.90 |  |

| Cou          | urse Fees              |  |  |  |  |
|--------------|------------------------|--|--|--|--|
| Package      | Charges                |  |  |  |  |
|              | Course Fee \$980.00    |  |  |  |  |
|              | Application Fee waived |  |  |  |  |
| Two Levels   | Materials Fee \$100.00 |  |  |  |  |
| (48 hours)   | GST 9% \$97.20         |  |  |  |  |
|              | Grand Total \$1177.20  |  |  |  |  |
|              | Course Fee \$1200.00   |  |  |  |  |
|              | Application Fee waived |  |  |  |  |
| Three Levels | Materials Fee \$100.00 |  |  |  |  |
| (72 hours)   | GST 9% \$117.00        |  |  |  |  |
|              | Grand Total \$1417.00  |  |  |  |  |

\*Course Materials and Textbooks are compulsory and at a minimal fee. Material fees are subjected to change depending on the level.

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|                | Со | urse Fees       |          |           |  |
|----------------|----|-----------------|----------|-----------|--|
| Course         |    |                 | Charges  |           |  |
|                |    | Course Fee      |          | \$2100.00 |  |
| One-to-One     |    | Application Fee |          | \$50.00   |  |
| Chinese Course |    | Materials Fee   |          | \$60.00   |  |
| (24 hours)     |    | GST             | 9%       | \$198.90  |  |
|                |    | Gra             | nd Total | \$2408.90 |  |

\*Course Materials and Textbooks are compulsory and at a minimal fee. Material fees are subject to change depending on the level.

## Spring College International

PEI Registration Number : 201001911N Registration Validity : 23 July 2024 - 22 July 2028 EduTrust Certification Validity: 19 Jan 2022 - 18 Jan 2026

#### Website: <u>www.spring.edu.sg</u>

Course Enquiries: courseinfo@spring.edu.sg



## Address (Jurong East Main Campus):

BLK 135 Jurong Gateway Road #03-327 Singapore 600135 Tel : +65 6896 0880

## Address (Bishan Campus):

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