

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.

Vision: Promoter of Creative Education Mission: Focus on the growth of students and staff Values: Innovation and Service



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	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



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