

COURSE BREAKDOWN

DIPLOMA IN HEALTH RECORDS AND INFORMATION TECHNOLOGY - DHRIT

	COURSE CODE	NO. OF HOURS	HOURS PER WEEK
TRIMESTER 1			
INFORMATION COMMUNICATION TECHNOLOGY	DHR 1101	48	4
ICT ETHICS	DHR 1102	48	4
STRUCTURED PROGRAMMING - PASCAL	DHR 1103	48	4
COMPUTATIONAL MATHEMATICS	DHR 1104	48	4
OPERATING SYSTEMS	DHR 1105	48	4
COMPUTER APPLICATIONS I - THEORY	DHR 1106A	48	4
COMPUTER APPLICATIONS I - PRACTICALS	DHR 1106B	48	4
ANATOMY & PHYSIOLOGY	DHR 1107	48	4
TRIMESTER II			
MEDICAL TERMINOLOGIES	DHR 1201	48	4
HIV/AIDS MANAGEMENT	CCU 1105	24	2
MEDICAL DATA CLASSIFICATION	DHR 1202	48	4
MEDICAL DEMOGRAPHY	DHR 1203	48	4
HEALTH RECORDS MANAGEMENT	DHR 1204	48	4
STRUCTURED PROGRAMMING- C	DHR 1205	48	4
VISUAL BASIC	DHR 1206	48	4
LIFE SKILLS	CCU 1103	24	2
TRIMESTER III			
SYSTEM ANALYSIS AND DESIGN	DHR 1301	48	4
COMPUTER APPLICATIONS II - THEORY	DHR 1302A	48	4
COMPUTER APPLICATIONS II - PRACTICALS	DHR 1302B	48	4
ENTREPRENUERSHIP EDUCATION	CCU 1102	48	4
COMMUNICATION SKILLS	CCU 1101	36	3
EPIDEMIOLOGY	DHR 1303	48	4
HEALTH SERVICE MANAGEMENT	DHR 1304	48	4
HEALTH INFORMATION MANAGEMENT SYSTEMS	DHR 1305	48	4
YEAR 2			
TRIMESTER I			
OBJECT ORIENTED PROGRAMMING - C++	DHR 2101	48	4
DATABASE MANAGEMENT SYSTEMS - FOXPRO	DHR 2102	48	4
QUANTITATIVE METHODS	DHR 2103	48	4
INTRODUCTION TO COMMUNITY HEALTH	DHR 2104	24	2
RESEARCH METHODS	CCU 1106	48	4
DATABASE MANAGEMENT SYSTEMS – SQL	DHR 2105	48	4
HEALTH STATISTICS	DHR 2106	48	4
TRIMESTER II			
FIRST AID	CCU 1104	24	2
HUMAN PATHOLOGY	DHR 2201	24	2
BEHAVIOURAL SCIENCE	DHR 2202	24	2
DATA COMMUNICATIONS & NETWORKS	DHR 2203	48	4
PRINCIPLES AND PRACTICES OF MANAGEMENT	DHR 2204	48	4

INTERNET BASED PROGRAMMING - HTML	DHR 2205	48	4
TRIMESTER III			
RESEARCH PROJECT	CCU 1107	24	2
INTERNET BASED PROGRAMMING - JAVASCRIPT	DHR 2302	48	4
MANAGEMENT INFORMATION SYSTEMS	DHR 2303	48	4
COMPUTER SUPPORT AND MAINTENANCE	DHR 2304	48	4
HEALTH CARE AND DELIVERY	DHR 2305	48	4
GENERAL RECORD MANAGEMENT	DHR 2306	48	4
MONITORING & EVALUTION	DHR 2307	48	4
SYSTEM DEVELOPMENT	DHR 2308	48	4
ATTACHMENT	DHR3101	480	

CERTIFICATE IN INFORMATION COMMUNICATION TECHNOLOGY (CIT)

YEAR 1				
	UNIT NAME	UNIT CODE	HOURS	HOURS PER WEEK
TRIMESTER I				
1.	Communication Skills	CCU 1101	36	3
2.	Information Communication Technology	CIT 1101	48	4
3.	Entrepreneurship Education	CCU 1102	36	3
4.	ICT Ethics	CIT 1102	24	2
5.	Basic Mathematics	CIT 1103	48	4
6.	Computer Applications I - Theory	CIT 1104A	48	4
	Computer Applications I - Practical	CIT 1104B	-	-
7.	Elementary Physics	CIT 1105	48	4
TRIMESTER II				
8.	Computer Applications II - Theory	CIT 1201A	48	4
	Computer Applications II - Practical	CIT 1201B	-	-
9.	Basic Electronics	CIT 1202	48	4
10.	Introduction to Programming	CIT 1203	48	4
11.	Operating Systems	CIT 1204	48	4
12.	HIV/AIDS Management	CCU 1105	24	2
TRIMESTER III				
13.	LIFE SKILLS	CCU 1103	24	2
14.	SOCIAL RESEARCH	CIT 1301	24	2
15.	Structured Programming - C	CIT 1302	48	4
16.	First Aid	CCU 1104	24	2
17.	Computer Support And Maintenance	CIT 1303	48	4
18.	Structured Programming - Pascal	CIT 1304	48	4
YEAR 2				
19.	INDUSTRIAL ATTACHMENT	CIT 2101	480	

CERTIFICATE IN HEALTH RECORDS AND INFORMATION TECHNOLOGY (CHRIT)

UNIT NAME	UNIT CODE	NO. OF HOURS	HOURS PER WEEK
YEAR 1			
TRIMESTER 1			
INFORMATION COMMUNICATION TECHNOLOGY	CHR 1101	48	4
ICT ETHICS	CHR 1102	48	4
STRUCTURED PROGRAMMING- PASCAL	CHR 1103	48	4
COMPUTATIONAL MATHEMATICS	CHR 1104	48	4
OPERATING SYSTEMS	CHR 1105	48	4
COMPUTER APPLICATIONS I - THEORY	CHR 1106A	48	4
COMPUTER APPLICATIONS I - PRACTICALS	CHR 1106B	48	4
ANATOMY & PHYSIOLOGY	CHR 1105	48	4
TRIMESTER II			
MEDICAL TERMINOLOGIES	CHR 1201	48	4
HIV/AIDS MANAGEMENT	CCU 1105	24	2
MEDICAL DATA CLASSIFICATION	CHR 1202	48	4
MEDICAL DEMOGRAPHY	CHR 1203	48	4
HEALTH RECORDS MANAGEMENT	CHR 1204	48	4
STRUCTURED PROGRAMMING- C	CHR 1205	48	4
VISUAL BASIC	CHR 1206	48	4
TRIMESTER III			
SYSTEM ANALYSIS AND DESIGN	CHR 1301	48	4
COMPUTER APPLICATIONS II - THEORY	CHR 1302A	48	4
COMPUTER APPLICATIONS II - PRACTICALS	CHR 1302B	48	4
ENTREPRENUERSHIP EDUCATION	CCU 1102	48	4
COMMUNICATION SKILLS	CCU 1101	36	3
EPIDEMIOLOGY	CHR 1303	48	4
HEALTH SERVICE MANAGEMENT	CHR 1304	48	4
HEALTH INFORMATION MANAGEMENT SYSTEMS	CHR 1305	48	4
YEAR 2			
TRIMESTER IV			
OBJECT ORIENTED PROGRAMMING - C++	CHR 2101	48	4
DATABASE MANAGEMENT SYSTEMS - FOXPRO	CHR 2102	48	4
QUANTITATIVE METHODS	CHR 2103	48	4
INTRODUCTION TO COMMUNITY HEALTH	CHR 2104	24	2
RESEARCH METHODS	CCU 1106	48	4
DATABASE MANAGEMENT SYSTEMS – SQL	CHR 2106	48	4
HEALTH STATISTICS	CHR 2107	48	4
ATTACHMENT	CHR 3201	480	

DIPLOMA IN INFORMATION COMMUNICATION TECHNOLOGY (DICT)

UNIT NAME	COURSE CODE	NO. OF HOURS	HOURS PER WEEK
YEAR 1			
TRIMESTER 1			
INFORMATION COMMUNICATION TECHNOLOGY	DICT 1101	48	4
ICT ETHICS	DICT 1102	48	4
STRUCTURED PROGRAMMING- PASCAL	DICT 1103	48	4
COMPUTATIONAL MATHEMATICS	DICT 1104	48	4
OPERATING SYSTEMS	DICT 1105	48	4
COMPUTER APPLICATIONS I - THEORY	DICT 1106A	48	4
COMPUTER APPLICATIONS I - PRACTICALS	DICT 1106B	48	4
HIV/AIDS MANAGEMENT	CCU 1105	24	2
TRIMESTER II			
STRUCTURED PROGRAMMING- C	DICT 1201	48	4
VISUAL BASIC	DICT 1202	48	4
SYSTEM ANALYSIS AND DESIGN	DICT 1203	48	4
COMPUTER APPLICATIONS II - THEORY	DICT 1204A	48	4
COMPUTER APPLICATIONS II - PRACTICALS	DICT 1204B	48	4
ENTREPRENUERSHIP EDUCATION	CCU 1102	48	4
COMMUNICATION SKILLS	CCU 1101	36	3
TRIMESTER III			
OBJECT ORIENTED PROGRAMMING - C++	DICT 1301	48	4
DATABASE MANAGEMENT SYSTEMS - FOXPRO	DICT 1302	48	4
QUANTITATIVE METHODS	DICT 1303	48	4
RESEARCH METHODS	CCU1106	48	4
DATABASE MANAGEMENT SYSTEMS – SQL	DICT 1304	48	4
FIRST AID	CCU 1107	24	2
YEAR 2			
TRIMESTER I			
DATA COMMUNICATIONS & NETWORKS	DICT 2101	48	4
PRINCIPLES AND PRACTICES OF MANAGEMENT	DICT 2102	48	4
INTERNET BASED PROGRAMMING - HTML	DICT 2103	48	4
RESEARCH PROJECT	CCU 1107	24	2
INTERNET BASED PROGRAMMING - JAVASCRIPT	DICT 2104	48	4
MANAGEMENT INFORMATION SYSTEMS	DICT 2105	48	4
COMPUTER SUPPORT AND MAINTENANCE	DICT 2106	48	4
ATTACHMENT	DICT 2101		

DIPLOMA IN BUSINESS MANAGEMENT – DBM

	UNIT CODE	UNIT CODE	HOURS PER WEEK	NO. OF HOURS
TRIMESTER 1				
1.	Communication Skills	CCU 1101	3	36
2.	Life Skills	CCU 1103	2	24
3.	Information Communication Technology	DBM 1101	4	48
4.	Information Communication Technology (Practical)	DBM 1102	4	48
5.	HIV/AIDS management	CCU 1105	2	24
6.	Financial Accounting	DBM 1103	4	48
7.	Business Law	DBM 1104	4	48
TRIMESTER II				
8.	Entrepreneurship Education	CCU 1102	3	36
9.	Office Administration & Management	DBM 1201	4	48
10.	Business Plan	DBM 1202	3	36
11.	Marketing Management	DBM 1203	4	48
12.	Introduction to Statistics	DBM 1204	4	48
13.	Cost Accounting	DBM 1205	4	48
14.	Economics	DBM 1206	4	48
TRIMESTER III				
15.	Supply & Transport Management	DBM 1301	4	48
16.	Commercial & Administrative Law	DBM 1302	4	48
17.	Human Resource Management & Industrial Relations	DBM 1303	4	48
18.	Research Methods	CCU 1106	4	48
19.	Quantitative Techniques	DBM 1304	4	48
20.	Principles & Practice of Management	DBM 1305	4	48
YEAR 2				
TRIMESTER I				
21.	Labour & Industrial Relations	DBM 2101	4	48
22.	Organization Theory & Behavior	DBM 2102	4	48
23.	Research Project	CCU 1107	2	24
24.	Financial Management	DBM 2104	4	48
25.	Managerial Accounting	DBM 2105	4	48
TRIMESTER II				
	ATTACHMENT	DBM 2201		

DIPLOMA IN PURCHASING SUPPLIES - DPS

	UNIT NAME	UNIT CODE	NO. OF HOURS	HOURS PER WEEK
TRIMESTER 1				
1)	Communication skills	CCU 1101	36	3
2)	Life skills	CCU 1103	24	2
3)	Information Communication Technology (Theory)	DPS 1101	36	3
4)	Information Communication Technology (Practical)	DPS 1102	36	3
5)	Supply Chain Management & Purchasing Principles	DPS 1103	48	4
6)	Warehousing Operations & Stock Control	DPS 1104	48	4
7)	Economics	DPS 1105	48	4
TRIMESTER II				
8)	Elements of law	DPS 1201	48	4
9)	Office organization	DPS 1202	48	4
10)	Public procurement & finance	DPS 1203	48	4
11)	Financial Accounting	DPS 1204	48	4
12)	Business Finance	DPS 1205	48	4
13)	Entrepreneurship education	CCU 1102	36	3
14)	Business Plan	DPS 1206	36	3
TRIMESTER III				
15)	Purchasing management	DPS 1301	48	4
16)	Supplies management	DPS 1302	48	4
17)	HIV/AIDS management	CCU 1105	24	2
18)	Cost accounting	DPS 1303	48	4
19)	Principles & practices of marketing	DPS 1304	48	4
20)	Office Administration and Management	DPS 1305	48	4
21)	Quantitative Techniques	DPS 1306	48	4
22)	Research Methods	CCU 1106	48	4
TRIMESTER IV				
23)	Purchasing & Supply strategy	DPS 2101	48	4
24)	Operations management	DPS 2102	48	4
25)	Project & contract management	DPS 2103	48	4
26)	international purchasing	DPS 2104	48	4
27)	Managerial accounting	DPS 2105	48	4
28)	Theory & practice of management	DPS 2106	48	4
29)	Research Project	CCU 1107	24	2
29)	ATTACHMENT	DPS 2201		

CERTIFICATE IN PURCHASING & SUPPLIES – CPS (supply chain management)

	UNIT NAME	UNIT CODE	NO. OF HOURS	HOURS PER WEEK
TRIMESTER 1				
1.	Communication skills	CCU 1101	48	4
2.	Information Communication Technology (Theory)	CPS 1101	48	4
3.	Information Communication Technology Practical	CPS 1102	48	4
4.	Warehousing Operations & Stock Control	CPS 1103	48	4
5.	Commerce	CPS 1104	48	4
6.	Financial Accounting	CPS 1105	48	4
7.	Life skills	CCU 1103	24	2
TRIMESTER II				
8.	Entrepreneurship Education	CCU 1102	36	3
9.	Business Calculations	CPS 1201	48	4
10.	Business Plan	CPS 1202		
11.	HIV/AIDS Management	CCU 1105	24	2
12.	Introduction to Statistics	CPS 1203	48	4
13.	Office Organization	CPS 1204	24	2
14.	Fundamentals Of Management & Environment	CPS 1205	48	4
TRIMESTER III				
15.	Business finance	CPS 1301	48	4
16.	Business law	CPS 1302	48	4
17.	Supply Chain Management & Purchasing Principles	CPS 1303	48	4
18.	Economics	CPS 1304	48	4
19.	Social Research	CPS 1305	24	2
20.	ATTACHMENT	CPS 2101	180 HRS	

DIPLOMA IN HUMAN RESOURCE MANAGEMENT - DHRM

	UNIT NAME	UNIT CODE	NO. OF HOURS	HOURS PER WEEK
TRIMESTER 1				
1.	Communication skills	CCU 1101	36	3
2.	Information Communication Technology (Theory)	DHRM 1101	48	4
3.	Information Communication Technology (Practical)	DHRM 1102	48	4
4.	Theory of Human Resource Management	DHRM 1103	48	4
5.	Foundations of Human Resource Management	DHRM 1104	48	4
6.	Office Administration & Management	DHRM 1105	48	4
TRIMESTER II				
7.	Practice of Human Resource Management	DHRM 1201	48	4
8.	Labour & industrial law	DHRM 1201	48	4
9.	Public relations	DHRM 1203	48	4
10.	Entrepreneurship Education	CCU 1102	36	3
11.	Business Plan	DHRM 1204	36	3
12.	Introduction to Statistics	DHRM 1205	48	4
TRIMESTER III				
13.	Labour & Industrial relations	DHRM 1301	48	4
14.	Organizational Theory & Behavior	DHRM 1302	48	4
15.	Life skills	CCU 1103	24	2
16.	Quantitative Methods	DHRM 1303	48	4
17.	Research Methods	CCU 1106	48	4
18.	Principles & practice of management	DHRM 1304	48	4
YEAR 2				
TRIMESTER I				
19.	Economics	DHRM 2101	48	4
20.	Research Project	CCU 1106	24	2
21.	Accounting & control	DHRM 2102	48	4
22.	HIV/AIDS management	CCU 1105	24	2
TRIMESTER II				
23.	ATTACHMENT	DHRM 2210	180 HRS	

CERTIFICATE IN HUMAN RESOURCE MANAGEMENT - CHRM

	UNIT NAME	UNIT CODE	NO. OF HOURS	HOURS PER WEEK
TRIMESTER 1				
1.	Communication skills	CCU 1101	36	3
2.	Information Communication Technology	CHRM 1101	48	4
3.	Elements of Human Resource Management	CHRM 1102	24	2
4.	Commerce	CHRM 1103	24	2
5.	Office Administration & Management	CHRM 1104	24	2
6.	ICT Practical - Theory	CHRM 1105A	48	4
7.	ICT Practical - Practical	CHRM 1105B	48	4
TRIMESTER II				
8.	Elements of Labour & Industrial Law	CHRM 1201	48	4
9.	Book keeping & Accounts	CHRM 1202	48	4
10.	HIV/AIDS Management	CCU 1105	24	2
11.	Entrepreneurship Education	CCU 1102	36	3
12.	Business plan	CHRM 124	36	3
TRIMESTER III				
13.	Practice of Human Resource Management	CHRM 131	48	4
14.	Elements of Labour & industrial relations	CHRM 132	48	4
15.	Social Research	CHRM 133	24	2
16.	Life skills	CCU 113	24	2
YEAR 2				
17.	ATTACHMENT	CHRM 2101	480 hours	