

ICB QUICK GUIDE





WHY ICB?

You can earn multiple work-ready qualifications endorsed by the International Qualifications for Business (IQB).

- ☑ NO MATRIC? NO PROBLEM!
- ☑ IQB ENDORCED
- ☑ EARN MULTIPLE QUALIFICATIONS

SELECT YOUR COURSE

When university or technikon isn't an option and you need a recognised qualification to get that job or that promotion,

ICB will get you there.

FINANCIAL ACCOUNTING

Gain knowledge and practical skills in bookkeeping, financial accounting, income tax, financial management, reporting standards, corporate strategy, management accounting and research

Award: International Certificate per subject

Study method: Home Study Plus

BUSINESS MANAGEMENT

Learn about business and financial management best practices, office and legal practice, human resource management, computer literacy, global business strategy and research methods in commerce

Award: International Certificate per subject

Study method: Home Study Plus

OFFICE ADMINISTRATION

By learning about all the elements that contribute to a smooth-running office, you'll be able to help out in just about any department.

Award: International Certificate per subject

Study method: Home Study Plus



HOW DOES IT WORK?

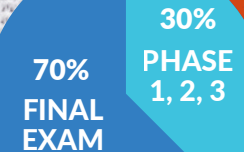
Each course contains 12 subjects spread over 3 phases.

Subjects are made up of of **3 learning phases**.

Phase 1 and 2 include an **assignment and test**, and **Phase 3** comprises of an **assignment**.

After completing **Phase 3** you are required to complete a **final exam**.

You will earn an internationally recognised certificate after completing each subject.



WHY IBTC?

WE TAKE THE 'DISTANCE' OUT OF DISTANCE LEARNING

All IBTC ICB courses include **unlimited tutor support**, a **tailored study plan** and the frequent check-ins with your personal, **dedicated course monitor**.

We offer distance learning with a difference.



SPEAK TO A STUDENT ADVISOR TODAY.



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