



TRUST ACADEMY
BUSINESS SCHOOL JANUARY 2019 TIMETABLE



TRUST ACADEMY
Training...for Excellence!!!

In collaboration with



DIPLOMAS IN APPLIED ACCOUNTING, ENTREPRENEURSHIP, BUSINESS ADMINISTRATION AND MARKETING

Contract Period: JANUARY TO MAY

EVENING TIMETABLE					DAY TIMETABLE				WEEKEND TIMETABLE				
SUBJECT	DAY	TIME	LECTURER	ROOM	DAY	TIME	LECTURER	ROOM	DAY	TIME	LECTURER	ROOM	FEE
SEMESTER 1.1													
MGT113 - Business Economics	Friday	5:30 - 7:30	Jonasi	10/3rd	Wednesday	10:15 - 12:15	Mathole	10/3rd	Sunday	08:30 - 10:30	Jonas	1/3RD	
MIS114 - ICT Application Systems	Monday	5:30 - 7:30	Benza	10/3rd	Monday	10:15 - 12:15	Kaseke	10/3rd	Sunday	12:30 - 2:30	Benza	1/3RD	
MGT115 - Principles of Management	Wednesday	5:30 - 7:30	Mandimika	10/3rd	Thursday	12:15 - 2:15	Neuso	10/3rd	Saturday	12:30 - 2:30	Neuso	1/3RD	
SPORTING ACTIVITIES					Wednesday 2:00 - 4:00 Raylton Club								
FAC101 - Financial Accounting	Thursday	5:30 - 7:30	Makombe	10/3rd	Monday	08:00 - 10:00	T Makombe	10/3rd	Sunday	10:30 - 12:30	Shilline	1/3RD	
CS101 - Communication Skills	Tuesday	5:30 - 7:30	Chizema	10/3rd	Thursday	2:15 - 4:15	Chirango	10/3rd	Saturday	08:30 - 10:30	Chizema	1/3RD	
MKT101 - Marketing Essentials	Thursday	5:30 - 7:30	P Mhlolo	11/3rd	Tuesday	12:15 - 2:15	Mapfumo	10/3rd	Saturday	10:30 - 12:30	P Mhlolo	9/3RD	
SEMESTER 1.2													
MGT111 - Principles of Law	Friday	5:30 - 7:30	Maenzanise	11/3rd	Tuesday	08:00 - 10:00	Maenzanise	10/3rd	Sunday	8:30 - 10:30	Maenzanise	9/3RD	
MGT201 - Business Communication	Tuesday	5:30 - 7:30	Chirango	11/3rd	Thursday	10:15 - 12:15	Chirango	10/3rd	Sunday	12:30 - 2:30	Chirango	9/3RD	
FAC 102 - Cost Accounting	Monday	5:30 - 7:30	Shilline	11/3rd	Thursday	08:00 - 10:00	T Makombe	10/3rd	Saturday	12:30-2:30	Shilline	9/3RD	
MGT203 - Management 2	Wednesday	5:30 - 7:30	Neuso	11/3rd	Monday	10:15 - 12:15	Neuso	11/3rd	Saturday	2:30 - 4:30	Neuso	9/3RD	
SPORTING ACTIVITIES					2:00 4:00 Raylton Club								
MKT101 - Marketing Essentials	Thursday	5:30 - 7:30	P Mhlolo	11/3rd	Tuesday	12:15 - 2:15	Mapfumo	10/3rd	Saturday	10:30 - 12:30	P Mhlolo	9/3RD	
FAC101 - Financial Accounting	Thursday	5:30 - 7:30	Makombe	10/3rd	Monday	08:00 - 10:00	T Makombe	10/3rd	Sunday	10:30 - 12:30	Shilline	1/3RD	
MKT202 - Inter Mkt Comms	Monday	5:30 - 7:30	Kurwiravamwe	10/1st	Tuesday	2:15 - 4:15	Munyavi	10/3rd	Saturday	08:30 - 10:30	Kurwiravamwe	12/3RD	
MKT203 - Mkt Mgt 1	Wednesday	5:30 - 7:30	Kurwiravamwe	10/1st	Wednesday	12:15 - 2:15	Munyavi	10/3rd	Saturday	10:30 - 12:30	P Dzindikwa	12/3RD	
FAC203 - Financial Reporting	Thursday	5:30 - 7:30	Zinyama	10/1st	Wednesday	08:00 - 10:00	T Makombe	10/3rd	Sunday	08:30-10:30	Shilline	7/3RD	
FAC204 - Audit	Friday	5:30 - 7:30	Mhosva	10/1st	Friday	12:15 - 2:15	Tavanyangam	10/3rd	Saturday	10:30 - 12:30	Mhosva	1/3RD	
ENT202 - Business Start-Up									Saturday	2:30 - 4:30	Masitera	7/3RD	
ENT203 - Entr Bus Finance									Saturday	12:30 - 2:30	Makoto	7/3RD	
SEMESTER 2.1													
ENT301 - Small Bus Management	Thursday	5:30 - 7:30	Neuso	3/2nd					Saturday	08:30-10:30	Neuso	7/1ST	
STA201 - Business Statistics	Wednesday	5:30 - 7:30	Chigumbu	3/2nd					Sunday	10:30-12:30	Chigumbu	7/1ST	
ENT221 - Entrepreneurship	Monday	5:30 - 7:30	Chimboza	3/2nd					Saturday	12:30-2:30	Masitera	7/1ST	
FAC303 - Risk Management	Friday	5:30 - 7:30	Chimboza	3/2nd					Saturday	10:30-12:30	Chimboza	7/1ST	
MKR301 - Retail Management	Tuesday	5:30 - 7:30	Mapfumo	3/2nd					Sunday	08:30-10:30	Munyavi	7/1ST	

MKT302 - Marketing Management 2	Monday	5:30 - 7:30	P Dzindikwa							Saturday	08:30 - 10:30	P Dzindikwa	7/3RD
MKT301 - Marketing Research	Friday	5:30 - 7:30	Munyavi							Saturday	10:30 - 12:30	Kurwiravamwe	7/3RD
MKT304 - Digital Marketing	Tuesday	5:30 - 7:30	Mhlolo	13/1st						Saturday	12:30 - 2:30	Mhlolo	6/3RD
MKT306 - Essentials of Service Mkt	Thursday	5:30 - 7:30	Munyavi	13/1st						Sunday	12:30 - 2:30	Munyavi	7/3RD
MKT203 - Marketing Management 1	Wednesday	5:30 - 7:30	Kurwiravamwe	10/1st						Saturday	10:30 - 12:30	P Dzindikwa	12/3RD
ENT204 - Business Plan	Tuesday	5:30 - 7:30	Magigwana							Saturday	2:30 - 4:30	Bere	7/3rd
FAC202 - Business Taxation	Thursday	5:30 - 7:30	Chikunguwo							Sunday	08:30 - 10:30	Mpandasekwa	6/3RD
FAC201 - Management Accounting	Friday	5:30 - 7:30	Makombe							Sunday	12:30 - 2:30	Zinyama	6/3RD
FAC304 - Audit and Assurance	Tuesday	5:30 - 7:30	Tavanyangama							Saturday	10:30 - 12:30	Tavanyangama	6/3RD
SEMESTER 3.1													
HRM501 - Human Resources Mgt	Wednesday	5:30 - 7:30	Bere	7/1st						Saturday	08:30 - 10:30	Masitera	
MKT504 - Customer Service Mgt	Monday	5:30 - 7:30	Muchenje	7/1st						Sunday	10:30 - 12:30	Zingwina	
FAC305 - Managerial Finance	Friday	5:30 - 7:30	Makoto	7/1st						Saturday	12:30 - 2:30	Chikunguwo	
MGT504 - Leadership	Tuesday	5:30 - 7:30	Dr Chikwereti	7/1st						Saturday	10:30 - 12:30	Dr Chikwereti	
MGT503 - Corporate Business Mgt	Thursday	5:30 - 7:30	Maenzanise	7/1st						Sunday	08:30 - 10:30	Zingwina	
MKT305 - Principles of Brand Mgt										Sunday	08:30 - 10:30	Munyavi	
MKT501 - Marketing Metrics										Saturday	12:30 - 2:30	Samata	
MKT502 International Marketing										Saturday	2:30 - 4:30	Mapfumo	
ENT502 - Business Ethics										Sunday	12:30 - 2:30	Chimboza	
FAC502 - Corporate Fin Reporting										Sunday	08:30 - 10:30	Tavanyama	
FAC301 - Performance Management										Sunday	10:30 - 12:30	Makombe	
FAC303 - Risk Management	Friday	5:30 - 7:30	Chimboza	3/2nd						Saturday	10:30-12:30	Chimboza	7/1ST
FAC504 - Financial Management										Saturday	12:30 - 2:30	Makoto	

POST GRADUATE DIPLOMA IN CORPORATE GOVERNANCE AND STRATEGIC MANAGEMENT

SEMESTER 1.1													
Interpretation of Fin Stats	Wednesday	5:30 - 7:30	Tavanyangama	6/3rd						Sunday	12:30 - 2:30	Tavanyangama	12/3rd
Corporate Governance	Friday	5:30 - 7:30	Mutasa	6/3rd						Sunday	8:30 - 10:30	Mutasa	12/3rd
Business Ethics	Thursday	5:30 - 7:30	Chimboza	6/3rd						Saturday	12:30 - 2:30	Chimboza	12/3rd
Leadership	Monday	5:30 - 7:30	Dr Chikwereti	6/3rd						Sunday	10:30 - 12:30	Bere	12/3rd
Strategic Management	Tuesday	5:30 - 7:30	Mukoka	6/3rd						Saturday	2:30 - 4:30	Mukoka	12/3rd
SEMESTER 2													
PGD201 - Governance Practice										Saturday	12:30 - 2:30	Mutasa	10/3rd
PGD202 - Corporate Management										Sunday	10:30 - 12:30	Maenzanise	10/3rd
PGD203 - Risk Management										Saturday	2:30 - 4:30	Chimboza	10/3rd
PGD204 - Strategic Mgt Practice										Sunday	12:30 - 2:30	Mataka	10/3rd
PGD205 - Change Management										Sunday	08:30 - 10:30	Zingwina	10/3rd

EVENING TIMETABLE

Fundamentals of Marketing	Monday	5:30 - 7:30	Hove	
Academic Literacy	Sunday	10:30 - 12:30	Chirango	LABS
Fundamentals of Bus Communicati	Tuesday	5:30 - 7:30	Chirango	
Fundamentals of Bus Management	Thursday	5:30 - 7:30	Grand	
Fundamentals of Digital Marketing	Wednesday	5:30 - 7:30	P Mhloho	
Fundamentals of Business Numerac	Saturday	2:30 - 4:30		
Fundamentals of Sales Management	Friday	5:30 - 7:30	Hove	

DAY TIMETABLE

Tuesday	10:15 - 12:15	Mapfumo	1/1st	
Friday	2:15 - 4:15	Chirango	1/1st	
Friday	10:15 - 12:15	Chirango	1/1st	
Tuesday	2:15 - 4:15	Neuso	1/1st	
Thursday	10:15-12:15	Mapfumo	1/1st	
Wednesday	10:15 - 12:15	Chigumbu	5/1st	
Friday	08:00 - 10:00	Madzamba	1/1st	

WEEKEND TIMETABLE

Sunday	10:30 - 12:30	Chirango	LABS	
Sunday	12:30 - 2:30	Zvashura	1/1st	
Sunday	2:30 - 4:30	Neuso	2/1st	
Saturday	08:30 - 10:30	Zimunya	Labs	
Saturday	10:30 - 12:30	Madzamba	3/1st	

Diploma in Marketing Management

Contract Period: JANUARY TO MAY

SUBJECT	DAY	TIME	LECTURER	ROOM
Principles of Marketing	Monday	5:30 - 7:30	Mapfumo	
Principles of Business Management	Thursday	5:30 - 7:30	Grand	
Principles of Project Management	Monday	5:30 - 7:30	Mathole	
Principles of Business Communicati	Tuesday	5:30 - 7:30	Chirango	
Principles of Digital Marketing	Friday	5:30 - 7:30	Mapfumo	3/1st
Academic Literacy	Sunday	10:30 - 12:30	Chirango	LABS
Principles of Financial Management				

DAY	TIME	LECTURER	ROOM	DAY	TIME	LECTURER	ROOM	FEES
Tuesday	8:00-10:00	Mapfumo	2/1st	Saturday	10:30 - 12:30	Mapfumo	1/1st	
Thursday	08:00 - 10:00	Chirango	1/1st	Saturday	08:30 - 10:30	Chimboza	1/1st	
Thursday	10:15 -12:15	Mathole	1/1st	Saturday	12:30 - 2:30	Chikosha	1/1st	
Friday	10:15 - 12:15	Chirango	3/1st	Sunday	12:30 - 2:30	Zvashura	1/1st	
Thursday	12:15-2:15	Mapfumo	1/1st	Saturday	08:30 - 10:30	Zimunya	4/1st	
Friday	2:15 - 4:15	Chirango	Labs	Sunday	10:30 - 12:30	Chirango	labs	
Tuesday	2:15 - 4:15	John	1/1st	Saturday	8:30 - 10:30	John	2/1st	

EVENING TIMETABLE

DIPLOMA YEAR 2

Application for Marketing				
Application for Bus Management				
Marketing Communications				
Marketing Research				
Application for Fin Management				
Application of Digital & Mobile Mkt				

DAY TIMETABLE

Monday	08:00 - 10:00	Mapfumo	office 4th	
Thursday	12:15 - 2:15	Chirango	1/1st	
Wednesday	2:15 - 4:15	Munyavi	1/1st	
Wednesday	10:15 - 12:15	Hove	1/1st	
Tuesday	12:15 - 2:15	John	1/1st	
Thursday	12:15-2:15	Mapfumo	1/1st	

WEEKEND TIMETABLE

Saturday	2:30 - 4:30	Hove	2/1st	
Saturday	10:30 - 12:30	Chimboza	2/1st	
Sunday	08:30 - 10:30	Kurwiravamwe	2/1st	
Sunday	10:30 - 12:30	Kurwiravamwe	2/1st	
Saturday	12:30 - 2:30	John	2/1st	

DIPLOMA YEAR 3

Strategic Marketing				
Work Intergrated				
Business Law				
Entrepreneurship				

Thursday	08:00 - 10:00	Mapfumo	office 4th	Saturday	08:30 - 10:30	Mapfumo	4/1st	
Monday	2:15-4:15	Mapfumo	office 4th			Mapfumo		
Wednesday	12:15 - 2:15	Maenzanise	5/3rd	Saturday	12:30 - 2:30	Maenzanise	9/1st	
Monday	10:15 - 12:15	Mapfumo	1/1st	Saturday	10:30 - 12:30	Hove P	9/1st	

ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)



FOUNDATIONS IN ACCOUNTANCY

Contract Period: JANUARY TO MAY

MA1	Monday	5:30-7:30	Chikopa	5/3rd
MA2	Tuesday	5:30-7:30	Mashonganyika	5/3rd
FA1	Wednesday	5:30-7:30	Jirivengwa	5/3rd
FA2	Thursday	5:30-7:30	Kazembe	5/3rd
KNOWLEDGE LEVEL				
AB	Thursday	5:15 - 8:15	Gatsi	9/3rd
MA	Wednesday	5:15 - 8:15	Zhomwa	9/3rd
FA	Monday	5:15 - 8:15	Chikunguwo	9/3rd
SKILLS LEVEL				
LW	Tuesday	5:30 - 7:30	Zingwina	9/3rd
PM	Thursday	5:15 - 8:15	Zhomwa	4/1ST
TX	Wednesday	5:15 - 8:15	Mpandasekwa	4/1ST
FR	Monday	5:15 - 8:15	Murasha	4/1ST
AA	Tuesday	5:15 - 8:15	Murasha	4/1ST
FM	Friday	5:15 - 8:15	Zinyama	4/1ST
PROFESSIONAL LEVEL				
Strategic Business Leader				
Strategic Business Reporting				
Adv Financial Management				
Adv Performance Management				
Adv Audit and Assurance				

Monday	08:00-10:00	Gumbira	office 4th	Saturday	08:30 - 10:30	Gumbira	5/3rd
Friday	08:00 - 10:00	Kazembe	office 4th	Saturday	10:30 - 12:30	Gumbira	5/3rd
Friday	10:15-12:15	Chikopa	office 4th	Sunday	08:30 - 10:30	Chikopa	5/3rd
Monday	10:15 - 12:15	T Makombe	office 4th	Sunday	10:30 - 12:30	Chikopa	5/3rd
Wednesday	11:15 - 2:15	Mapfumo	9/3rd	Saturday	08:30-11:30	Jirivengwa	3/3rd
Friday	1:15 - 4:15	John	11/3rd	Saturday	11:30-2:30	John	3/3rd
Thursday	1:15 - 4:15	Nyamunokori	9/3rd	Saturday	2:30-5:30	Shilline	3/3rd
Thursday	08:00 - 10:00	Maenzanise	12/3rd	Saturday	3:30 - 5:30	Zingwina	2/3rd
Tuesday	1:15 - 4:15	John	9/3rd	Sunday	12:30 - 3:30	John	2/3rd
Wednesday	08:00 - 11:00	Mpandasekw	12/3rd	Saturday	12:30 - 3:30	Mpandasekwa	2/3rd
Wednesday	1:15 - 4:15	Nyamunokori	12/3rd	Saturday	08:30 - 11:30	Murasha	2/3rd
Thursday	1:15 - 4:15	Mhosva	12/3rd	Saturday	3:30 - 6:30	Mhosva	3/1st
Tuesday	1:15 - 4:15	Nyamunokori	12/3rd	Sunday	10:30 - 12:30	Hove F	2/3rd
Friday	12:15 - 3:15	Mapfumo	office 4th	Sunday	12:30 - 3:30	Mapfumo	10/1st
Monday	1:15 - 4:15	Tavanyangam	office 4th	Saturday	12:30 - 3:30	Murasha	10/1ST
				Saturday	12:30 - 3:30	Hove F	10/1st
				Saturday	10:30 - 1:30	Zinyama	4/1ST
				Saturday	08:30 - 11:30	Hove F	office 4th



INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS IN ZIMBABWE (ICSAZ)



EVENING TIMETABLE

Contract: Period: JANUARY TO APRIL

DAY TIMETABLE

WEEKEND TIMETABLE

PART A				
Business Communication	Monday	5:30 - 7:30	Chizema	7/3rd
Quantitative Techniques	Tuesday	5:30 - 7:30	Chigumbu	7/3rd
Business Law	Wednesday	5:30 - 7:30	Furidzo	7/3rd
Introduction to Accounting	Friday	5:15 - 8:15	Chikopa	7/3rd
Economics	Thursday	5:15 - 8:15	Magigwana	7/3rd

Monday	12:15 - 2:15	Chizema	11/3rd	Sunday	08:30 - 10:30	Chirango	2/2nd
Tuesday	12:15 - 2:15	Chigumbu	11/3rd	Saturday	12:30 - 2:30	Chigumbu	2/2nd
Tuesday	10:15 - 12:15	Maenzanise	11/3rd	Saturday	08:30 - 10:30	Furidzo	2/2nd
Friday	10:15 - 1:15	T Makombe	11/3rd	Saturday	2:30 - 5:30	Kazembe	2/2nd
Monday	2:15 - 5:15	Mdala	11/3rd	Sunday	12:30 - 3:30	Magigwana	2/2nd



**SOUTHERN AFRICA ASSOCIATION OF ACCOUNTANTS (SAAA)
INSTITUTE OF ADMINISTRATION AND COMMERCE (IAC)**



CERTIFICATE				
Communication	Monday	5:30 - 7:30	Chizema	
Management 1	Tuesday	5:30 - 7:30	Neuso	
Principles of Law	Wednesday	5:30 - 7:30	Furidzo	
Financial Accounting 1	Friday	5:15 - 8:15	Chikopa	
Economics	Thursday	5:15 - 8:15	Magigwana	
CMA 1				
Human Resources Management 1				
Typing Technology				
Public Relations 1				
Secretarial Office Techniques 1				
Marketing Management 1				
Purchasing & Materials Mgt 1				
Busi Admin				

Monday	12:15 - 2:15	Chizema	11/3rd	
Monday	08:00 - 10:00	Chinzete	11/3rd	
Tuesday	10:15 - 12:15	Maenzanise	11/3rd	
Friday	10:15 - 1:15	Makombe	11/3rd	
Monday	2:15 - 5:15	Mdala	11/3rd	
Friday	2:15 - 4:15	Chikopa	12/3rd	
Thursday	08:00 - 10:00	Neuso	4/3rd	
Tuesday	10:15 - 12:15	Chirango	labs	
Wednesday	10:15-12:15	Mufundisi	1/1st	
Tuesday	12:15 - 2:15	Chirango	3/1st	
Friday	08:00- 10:00	Hove	3/1st	
Thursday	08:00 -10:00	Masitera	2/1st	
Wednesday	08:00 - 10:00	Gatsi	1/1st	

Sunday	08:30 - 10:30	Chirango	2/2nd	
Sunday	10:30-12:30	Chinzete	2/2nd	
Saturday	08:30 - 10:30	Furidzo	2/2nd	
Saturday	2:30 - 5:30	Kazembe	2/2nd	
Sunday	12:30 - 3:30	Magigwana	2/2nd	
Saturday	12:30 - 2:30	Chikopa	3/1st	
Saturday	10:30-12:30	Neuso	2/2nd	
Saturday	8:30-10:30	Chirango	labs	
Saturday	12:30 - 2:30	Mufundisi	6/3rd	
Sunday	8:30-10:30	Mufundisi	8/1st	
Saturday	12:30-2:30	Hove	office	
Sunday	08:30 - 10:30	Chikwere	4/3rd	
Saturday	8:30-10:30	Mufundisi	2/1st	



**INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS IN ZIMBABWE (ICSAZ)
SOUTHERN AFRICA ASSOCIATION OF ACCOUNTANTS (SAAA)
INSTITUTE OF ADMINISTRATION AND COMMERCE (IAC)**



New Student Registration Fee: \$80
Exam Fee: Cert: \$40, Diploma: \$50, H/Dip: \$70

Certificate Fee: \$40

EVENING TIMETABLE

PART B/DIPLOMA				
Fin ACC 2	Wednesday	5:15 - 8:15	Shilline	3/3rd
IT	Thursday	5:30 - 7:30	Benza	3/3rd
Auditing	Tuesday	5:15 - 8:15	Mhosva	3/3rd
Tax	Friday	5:15 - 8:15	Mpandasekwa	3/3rd
Statistics (IAC)	Tuesday	5:30 - 7:30	Chigumbu	3/2nd
Typing				
Corp Law				
HRM				
Mgt 2				
CMC				
HR2				
Marketing 2				
Logistics				
Cost Accounting				
PR 2				
Labour Relations				

DAY TIMETABLE

Wednesday	08:00 - 11:00	Chikopa	2/1st	
Thursday	10:15 - 12:15	Kaseke	2/1st	
Thursday	1:15 - 4:15	Tavanyangan	3/1st	
Friday	08:00 - 11:00	Mpandasekwa	2/1st	
Wednesday	12:15 - 2:15	Chigumbu	2/1st	
Friday	12:15 - 2:15	Chirango	labs	
Wednesday	08:00 - 10:00	Maenzanise	1/1st	
Thursday	08:00 - 10:00	Neuso	4/3rd	
Monday	2:15 - 4:15	Grand	2/1st	
Wednesday	2:15 - 4:15	Kaseke	2/1st	
Tuesday	12:15 - 2:15	Neuso	5/3rd	
Friday	12:15 - 2:15	Hove	2/1st	
Friday	10:15-12:15	Masitera	5/3rd	
Friday	2:15 - 4:15	Chikopa	12/3rd	
Teusday	12:15-2:15	Mufundisi	2/1st	

WEEKEND TIMETABLE

Saturday	3:30 - 6:30	Chikopa	3/2nd	
Sunday	12:30 - 2:30	Benza	3/1st	
Saturday	12:30 - 3:30	Mhosva	5/3rd	
Saturday	08:00 - 11:00	Mpandasekwa	3/2nd	
Sunday	8:30-10:30	Chigumbu	13/1st	
Saturday	8:30-10:30	Chirango	labs	
Saturday	10:30-12:30	Furidzo	2/3rd	
Saturday	10:30 - 12:30	Neuso	2/2nd	
Sunday	08:30 - 10:30	Chinzete	3/1st	
Sunday	10:30-12:30	Benza	1/1st	
Saturday	2:30-4:30	Chinzete	12/1st	
Sunday	8:30-10:30	Hove	10/1st	
Sunday	10:30 - 12:30	Masitera	10/1st	
Saturday	12:30-2:30	Chikopa	3/1st	
Sunday	12:30-2:30	Mufundisi	2/1st	
Sunday	12:30 - 2:30	Masitera	4/1st	

Purchasing 2				
CMA 2				
Admin Practice				
SOT 2				
Managerial Economics				
PART C&D/HIGHER DIPLOMA				
Corp Governance				
CMA (CIS)				
FIN 3	Tuesday	5:30-7:30	Tavanyangama	
FIN 3	Thursday	5:30-7:30	Tavanyangama	
Corp Law & Prac				
	Tuesday	5:30 - 7:30	Chigumbu	3/2nd
Quantitative & Research Methods	Saturday	2:30 - 4:30	Kurwiravamwe	6/1st
OB				
Typing				
Strategic Mgt				
GSM - Strat Mgt				
GSM - Gen Mgt				
Marketing 3				
Management 3				
HRM 3				
Corp Sec				
Financial Mgt				
Purchasing 3				
Sot 3				
Total Quality Mgt				
Transformational Leader				
Employment Law				
Marketing Research				

Wednesday	12:15 - 2:15	Mufundisi	3/1st	
Friday	2:15 - 4:15	Chirango	2/1st	
Tuesday	2:15 -4:15	Chinzete	2/1st	
Wednesday	08:00 - 10:00	Maenzanise	1/1st	
Wednesday	12:15 - 2:15	Chigumbu	2/1st	
Saturday	2:30 - 4:30	Kurwiravamw	6/1st	
Friday	12:15-2:15	Mhlanga	4/3rd	
Tuesday	10:15 - 12:15	Chinzete	1/1st	
Tuesday	10:15 - 12:15	Chinzete	1/1st	
Monday	08:00 - 10:00	Chinzete	11/3rd	
Monday	12:15 - 2:15	Hove	2/1st	
Monday	10:15 -12:15	Chinzete	2/1st	
Wednesday	12:15 - 2:15	Chinzete	1/1st	
Tuesday	08:00 - 10:00	Mapfumo	2/1st	

Sunday	2:30 - 4:30	Masitera	5/1st	
Saturday	3:30 - 5:30	Mhosva	9/1st	
Saturday	2:30-4:30	Mufundisi	4/3rd	
Sunday	10:30 - 12:30	Mufundisi	3/1st	
Sunday	10:30 - 12:30	Magigwana	3/2nd	
Sunday	10:30 - 12:30	Mutasa	2/3rd	
Saturday	2:30 - 5:30	Chimanya	6/3rd	
Saturday	08:30 - 10:30	Tavanyangama	9/1st	
Sunday	08:30 - 10:30	Tavanyangama	9/1st	
Saturday	10:30 - 12:30	Furidzo	6/2nd	
Saturday	12:30-2:30	Chigumbu	2/2nd	
Saturday	2:30 - 4:30	Kurwiravamwe	6/1st	
Saturday	10:30-12:30	Kurwiravamwe	4/1st	
Saturday	8:30-10:00	Chirango	labs	
Saturday	12:30- 2:30	Chinzete	3/2nd	
Saturday	12:30 - 2:30	Chinzete	3/2nd	
Sunday	10:30 - 12:30	Chinzete	2/2nd	
Sunday	10:30-12:30	Hove	4/3rd	
Sunday	12:30 - 2:30	Gatsi	12/1st	
Sunday	12:30-2:30	Chinzete	1/1st	
Saturday	10:30 - 12:30	Maenzanise	9/1st	
Saturday	2:30 - 5:30	Makoto	8/1st	
Sunday	08:30 - 10:30	Ndlovu	2/3rd	
Sunday	2:30-4:30	Chirango	8/1st	
Saturday	08:30 - 10:30	Chinzete	3/1st	
Saturday	4:30 - 6:30	Chinzete	7/3rd	
Saturday	2:30 - 4:30	Maenzanise	11/3R	
Sunday	10:30-12:30	Kurwiravamwe	2/1st	



INSTITUTE OF CERTIFIED BOOKKEEPERS (ICB) OFFICE ADMINISTRATION

Membership Fee: \$45
Exam Fee: \$85



Contract Period: JANUARY TO MAY

EVENING				
INTERNATIONAL CERTIFICATE				
Business literacy	Monday	5:30-7:30	Munemo	12/3rd
Business law and admin practices	Tuesday	5:30-7:30	Maenzanise	12/3rd
Bookkeeping to trail balance	Wednesday	5:30-7:30	Gumbira	12/3rd
Business and Office admin	Thursday	5:30-7:30	Chikopa	12/3rd
Typing	Saturday	8:30-10:30	Chirango	Labs
HIGHER CERTIFICATE				
Marketing Mgt & Public Relations		5:30-7:30	Chizema	12/3rd
Cost & Management Accounting	Monday	5:30-7:30	Zinyama	12/3rd

DAY				
Thursday	10:15-12:15	Chizema	4/1st	
Thursday	8:00-10:00	Mufundisi	4/1st	
Friday	12:15-2:15	Makombe	4/1st	
Friday	8:00-10:00	Mufundisi	4/1st	
Tuesday	10:15-12:15	Chirango	Labs	
Wednesday	10:15 - 12:15	Chizema	5/3rd	
Wednesday	08:00 - 10:00	Makombe	5/3rd	

WEEKEND				
Saturday	10:30 - 12:30	Chizema	9/3rd	
Saturday	08:30 - 10:30	Makombe	3/3rd	



CHARTERED INSTITUTE OF PURCHASING AND SUPPLY (CIPS)

ADVANCED CERTIFICATE

Operations	Thursday	5:30 – 7:30	Chisunga	1/3rd
Relationships	Friday	5:30 – 7:30	Chisunga	1/3rd
Inventory & Logistics	Monday	5:30 – 7:30	Mandeje	1/3rd
Workflow	Tuesday	5:30 – 7:30	Mandeje	1/3rd
Environments	Wednesday	5:30 – 7:30	Marigona	1/3rd

Contact Period: JANUARY TO APRIL

Friday	10:15 - 12:15	Chisunga	4/3rd
Wednesday	10:15 - 12:15	Chisunga	4/3rd
Wednesday	08:00 - 10:00	Mathole	4/3rd
Monday	08:00 - 10:00	Chisunga	4/3rd
Friday	08:00 - 10:00	Mathole	4/3rd

Saturday	10:30 - 12:30	Chisunga	Office	
Saturday	12:30 - 2:30	Mandeje	Office	
Saturday	2:30 - 4:30	Mandeje	Office	
Sunday	12:30 - 2:30	Chisunga	Office	
Sunday	10:30 - 12:30	Musenda	Office	

DIPLOMA

Negotiating	Friday	5:30 – 7:30	Chisunga	6/1st
Managing Contracts	Monday	5:30 – 7:30	Marigona	6/1st
Sourcing	Tuesday	5:30 – 7:30	Marigona	6/1st
Business Needs	Thursday	5:30 – 7:30	Mandeje	6/1st
Contexts	Wednesday	5:30 – 7:30	Kadzimu	6/1st

Friday	08:00 - 10:00	Chisunga	12/3rd
Friday	10:15 - 12:15	Mathole	12/3rd
Wednesday	10:15 - 12:15	Chisunga	12/3rd
Monday	10:15 - 12:15	Mathole	12/3rd
Monday	08:00 - 10:00	Chisunga	12/3rd

Saturday	12:30 - 2:30	Marigona	5/1st	
Sunday	10:30 - 12:30	Ndlovu	5/1st	
Saturday	10:30 - 12:30	Mandeje	5/1st	
Sunday	08:30 - 10:30	Musenda	5/1st	
Saturday	08:30 - 10:30	Marigona	5/1st	

ADVANCED DIPLOMA

Management	Tuesday	5:30 - 7:30	Chitunhu							Saturday	08:30 - 10:30	Chitunhu	6/1st	
Managing Risks	Monday	5:30 - 7:30	Mathole							Saturday	12:30 - 2:30	Mathole	6/1st	
Improving the Competitiveness	Wednesday	5:30 - 7:30	Mandenje							Sunday	12:30 - 2:30	Ndlovu	6/1st	
Sustainability	Thursday	5:30 - 7:30	Marigona							Saturday	10:30 - 12:30	Kadzimu	6/1st	
Operations Mgt	Friday	5:30 - 7:30	Marigona							Sunday	10:30 - 12:30	Marigona	6/1st	



New Student Registration Fee: 55 pounds
Exam Fee: Cert: 120 pounds, Dipl: 140 pounds
Assignment Fees (Trust) : \$50 & Exam \$75



CERTIFICATE IN PROFESSIONAL MARKETING

Marketing	Monday	5:30 – 7:30	Samata	3/3rd
Intergrated Comms	Wednesday	5:30 – 7:30	Mapfumo	3/1st
Digital Marketing	Tuesday	5:30 – 7:30	Mhlolo	9/3rd

DIPLOMA IN PROFESSIONAL MARKETING

Strategic Marketing	Friday	5:30 – 7:30	Samata	Office 4th
Driving Innovation	Thursday	5:30 – 7:30	Kurwiravamwe	Office 4th
Mastering Metrics	Wednesday	5:30-7:30	Samata	5/1st

CIMA

CERTIFICATE IN MANAGEMENT ACCOUNTING

Fundamentals In Financial Acc	Monday	5:30-7:30	Makombe	10/1st
Ethics , Corp Gov and Bus Law	Tuesday	5:30-7:30	Chimboza	10/1st
Fund In Management Acc	Wednesday	5:30-7:30	Mashonganyika	10/1st
Business Economics	Thursday	5:30-7:30	Chikosha	10/1st



Student Membership Fee: US\$140/90 POUNDS

CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT (CILT)



Contract Period: JANUARY TO MAY

INTERNATIONAL CERTIFICATE					INTERNATIONAL DIPLOMA					CILT ADVANCED DIPLOMA																																																																					
Business Theory	Friday	5:30 - 7:30	Mathole	5/1st	Supply Chain Mgt	Monday	5:30 - 7:30	Chisunga	8/1st	Strategic contexts	Tuesday	5:30 - 7:30	Mazodza	2/3rd	Business Theory	Friday	5:30 - 7:30	Mathole	5/1st	Supply Chain Mgt	Monday	5:30 - 7:30	Chisunga	8/1st	Strategic contexts	Tuesday	5:30 - 7:30	Mazodza	2/3rd	Business Applications	Tuesday	5:30 - 7:30	Bushe	5/1st	Mgt in Logistics & Trans	Wednesday	5:30 - 7:30	Mathole	8/1st	Leadership & Strat Mgt	Wednesday	5:30 - 7:30	Chisunga	2/3rd	Transport Planning	Monday	5:30 - 7:30	Ndakaripa	5/1st	Transport Operations	Thursday	5:30 - 7:30	Ndakaripa	8/1st	Strategic Network Plan	Thursday	5:30 - 7:30	Bushe	2/3rd	Freight Transport Operations	Wednesday	5:30 - 7:30	Mazodza	5/1st	Movement of People	Sunday	12:30 - 2:30	Bushe	8/2nd	Delivery Strategic Perf	Monday	5:30 - 7:30	Chikwere	2/3rd	Research Methods	Sunday	08:30 - 10:30	Mapfumo	12/1st

THE CONFEDERATION OF TOURISM AND HOSPITALITY (CTH)



New Student Registration Fee: R1 250 / US\$115
Exam Fee: R950 / US\$85



CONFEDERATION OF TOURISM & HOSPITALITY					CONFEDERATION OF TOURISM & HOSPITALITY						
LEVEL 3 DIPLOMA IN TOURISM AND HOSPITALITY MANAGEMENT					CONFEDERATION OF TOURISM & HOSPITALITY						
Essentials of HR & Business Computi	Monday	5:30-7:30	Chinzete	6/2nd	Essentials of HR & Business Computi	Monday	5:30-7:30	Chinzete	6/2nd	FEES	
Essentials of Marketing and Custome	Tuesday	5:30-7:30	Chizema	6/2nd	Essentials of Marketing and Custome	Tuesday	5:30-7:30	Chizema	6/2nd		
Tourism and Hospitality Industry	Wednesday	5:30-7:30	Muchenje	6/2nd	Tourism and Hospitality Industry	Wednesday	5:30-7:30	Muchenje	6/2nd		
Essentials of Tourism and Hospitality	Thursday	5:30-7:30	Muchenje	6/2nd	Essentials of Tourism and Hospitality	Thursday	5:30-7:30	Muchenje	6/2nd		
LEVEL 4 DIPLOMA IN TOURISM MANAGEMENT					CONFEDERATION OF TOURISM & HOSPITALITY						
Travel & Tourism Operations	Friday	5:30-7:30	Muchenje	4/3rd	Travel & Tourism Operations	Friday	5:30-7:30	Muchenje	4/3rd	FEES	
Customer Service in Tourism	Wednesday	5:30-7:30	Chizema	4/3rd	Customer Service in Tourism	Wednesday	5:30-7:30	Chizema	4/3rd		
Global Tourism	Monday	5:30-7:30	Muchenje	4/3rd	Global Tourism	Monday	5:30-7:30	Muchenje	4/3rd		
Travel Geography	Tuesday	5:30-7:30	Muchenje	4/3rd	Travel Geography	Tuesday	5:30-7:30	Muchenje	4/3rd		

SHIPPING AND FORWARDING ASSOCIATION OF ZIMBABWE

Student Membership Fee: \$50
Exam Fee: Progress Test 1: \$30, Progress Test 2: \$45, Final \$60

Contract Period: June to November

CLP											Saturday	8:30 - 12:30	Makarimayi	10/3rd
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