



London College of Management Studies

Education made simple

Course: FOUNDATION DEGREE

Awarded by: LONDON COLLEGE OF MANAGEMENT STUDIES; ACCREDITED BY TVU

Date of Commencement: 8th September 2008

Date of Examinations: To be confirmed

We are pleased to advise that the schedule of classes during the week of this course is intended to be as shown below. On the day of your first class, please bring this letter to the reception desk at which time any outstanding balance in respect of your course fees should be paid (or alternatively arrangements agreed with the college).

Module-1: January -June 2008

Stream: Business Management

Day	Time	Unit Title	Unit Code	Unit Tutor(s)	Room	Type of session
Tuesday	10.00-13.00	Information Technology		Ms Devoki	8	Lecture
	14.00-17.00	Business Studies		Dr Bonya	11	Lecture
Wednesday	10.00-13.00	Tutorial		Mrs Njoh	3	Tutorial
	14.00-17.00	Tutorial		Mrs Njoh	3	Tutorial
Thursday	10.00-13.00	Organisational Behaviour		Ms Tembo	2	Lecture

Please note that there will be a pre-semester meeting on: **MONDAY, 1st SEPTEMBER 2008 at 11.00-14.00**

IMPORTANT NOTES:

1. Continued enrolment on a course is subject to compliance with the Rules & Regulations of LCMS
2. Attendance must be consistent and punctual in order to meet statutory requirements and also ensure that you derive the maximum benefit from your course
3. The College administration should be advised in the event of change of address or contact details
4. This time-table may be subject to change