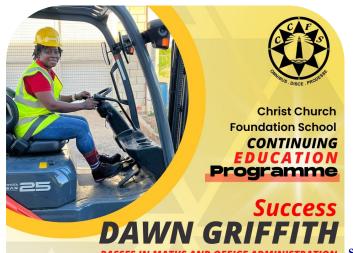
# TIME TABLE 2023-2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY
MONDAI	IOLOBAI	WEDNESDAT	Moroda
ENGLISH A	SOCIAL	MATH	INFORMATION
(January Exam Group)	STUDIES	GROUP B	TECHNOLOGY
6:00-8:00	5:30-7:30	5:30-7:30	(Practical)
ONLINE			5:30-7:30
OFFICE ADMINISTRATION	INFORMATION	ENGLISH A	PURE BIOLOGY
CHEMISTRY	TECHNOLOGY	GROUP B	5:30-7:30
5:30-7:30	(Theory)	5:30-7:30	
	5:30 -7:30		
MATH	P E & SPORTS	PRINCIPLES	PRINCIPLES
GROUP A	(Theory)	OF BUSINESS	OF ACCOUNTS
5:30-7:30	5:30-7:30	5:30-7:30	5:30-7:30
CAPE	CAPE	FOOD &	EDPM
ACCOUNTS	TOURISM	NUTRITION	5:30-7:30
5:30-7:30	5:30-7:30	5:30-7:30	
CAPE	MATHS	HUMAN & SOCIAL	PE & SPORTS
CARIBBEAN STUDIES	(January Exam	BIOLOGY	(Practical)
5:30-7:30	Group)	5:30-7:30	5:30-7:30
	5:30-7:30		
CAPE LAW	PHYSICS	CAPE	CAPE
5:30-7:30	5:30-7:30	COMM.STUDIES	SOCIOLOGY
		5:30-7:30	5:30-7:30
CAPE	ENGLISH A	CAPE	
P E AND SPORTS	GROUP A	P E AND SPORTS	
(Theory)	5:30-7:30	(Practical)	
5:30-7:30		5:30-7:30	

PLEASE NOTE THAT YOU **MUST** ATTEND BOTH
INFORMATION TECHNOLOGY CLASSES, HOWEVER YOU
MUST CHOOSE **ONE** EVENING **ONLY** FOR
ENGLISH AND **ONE ONLY** FOR MATHEMATICS.



Your Partner For Growth & Success!!!!

Upgrade your qualifications, career and personal growth

PASSES IN MATHS AND OFFICE ADMINISTRATION

NOW!!!

The first female truck driver at Chickmont Foods Ltd. believes that you are never too old to learn.

Her drive led her to re-educate herself to become more qualified.

Dawn praises and thanks the teaching staff for helping her achieve her dream.

#### Contact Us

- 246-367-8022/23
- theccfs.weebly.com
- cep@ccfs.edu.bb

# REGISTER

**CAPE SUBJECTS** 

### **1 YEAR COURSES**

- Caribbean Studies
- ♦ Communication Studies

### **2 YEAR COURSES**

- **♦** Accounting
- **♦** Biology
- **♦** Chemistry
- ♦ Law
- Physical Ed. & Sports
- **♦** Sociology
- ♦ Tourism

### SUBJECTS OFFERED INCLUDE

**CSEC - 1 YEAR COURSES** 

### English A

- Mathematics
- Social Studies
- Office Administration
- Principles of Accounts
- Principles of Business
- Information Technology
- Human & Social Biology
- Biology
- Chemistry
- Physics
- Food and Nutrition
- **EDPM**
- Physical Education & Sports

A well-trained staff that delivers quality instruction at an affordable cost.

Register online or collect registration forms from the office Classes will be determined by the number of students registered for each subject.

Please call For Further Information: (246) 367-8023
Office Hours: 5:00 pm — 7:00 pm (regular)
During the summer 10:00 am — 2:00 pm

### **COURSE FEES** 2023 — 2024

REGISTRATION FEE	\$50.00	1 YEAR
(Non Refundable)		
CSEC SUBJECTS		
1 Subject	\$300.00	I YEAR
Additional Subject	\$175.00	1 YEAR
FOOD & NUTRITION	\$600.00	1 YEAR
SCIENCE SUBJECTS		
1 Science Subject	\$400.00	1 YEAR
Additional Subject	\$175.00	1 YEAR
CAPE SUBJECTS		
1 Subject	\$600.00	1 YEAR
Additional Subject	\$300.00	1 YEAR
COMPUTER-BASED		
<u>SUBJECTS</u>		
EDPM	\$500.00	1 YEAR
INFORM. TECHNOLOGY	\$900.00	1 YEAR

### Message from the Co-Ordinator Mr David McCarthy, MSc London, MEd, Dip Ed, BSc UWI



**PROTOCOLS** 

The adherence to COVID protocols is optional and left to each student's preference while registering and attending classes at the Christ Church Foundation School 
Continuing Education Programme.



It is my pleasure to welcome you to our Continuing Education Programme (CEP) for the academic year 2023 to 2024.

Our programme caters to those persons both young and older who desire to upgrade or even expand their academic standing. For over twenty (20) years we have assisted many persons in realising their dream of improving their qualifications.

With improved qualifications comes a new confidence as you gain new knowledge, better job prospects or even a promotion. This program is your gateway to increased prosperity. Determine your pace and develop an effective study plan.

We have a group of dedicated educators who are ready to guide and teach you to a high standard.

Best wishes for the new academic year and congrats on taking the first step towards success.



### **GENERAL INFORMATION**

- Classes will commence on Monday, September 18, 2023.
- Classes begin at 5:30 pm (face to face) and 6:00 pm (online) each evening.
- Registration for courses will begin August 2, 2023.
- Classes will be cancelled if the number of students registered is too small for those classes to be feasible.
- There are a limited number of places in the EDPM and Information Technology classes. Students will be allocated to these classes on "first paid up" basis.
- Orientation will be held on Thursday, September 14, 2023 at 6:00 pm.
- Examination fees are separate and NOT included in the tuition fees.
- Half of the tuition fees for students registering for one subject plus the registration fee is due at registration and the other half on or before Thursday, December 7, 2023.
- Students registering for Information Technology, EDPM or more than 2 general subjects MUST pay the registration fee plus 1/3 of the course fee at registration, a further 1/3 by December 7, 2023 and the remaining 1/3 by March 31, 2024 Monitoring of classes will NOT be permitted.

Persons are prepared to sit CSEC and CAPE examinations by a dedicated group of highly qualified teaching staff. Over the years we have had 100% passes in EDPM, Food and Nutrition, Information Technology, Office Administration, Principles of Accounts and Principles of Business.

Many Students have been able to fulfill their dreams to move on to BCC, SJPIT or UWI, in addition to becoming better qualified in their employment after successfully completing their time with us.

You can be that student, too!!!!

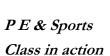


Examination Time



Food & Nutrition
100% passes







### **GENERAL INFORMATION CONT'D**



Penneylope Kirton received two (2) distinctions at one sitting in Principles of Business and Food & Nutrition

- A discount of 10% will be given to ALL students who complete payments by October 31, 2023.
- We are an Examination Centre and can process your registration for both January exams and May/June exams. The deadline for registration for January exams is usually the middle of October and for the May/June exams is usually the end of November, however students are encouraged to register for exams during the month of September.
- Students MUST ensure that the correct spelling of their names and their correct dates of birth are written on their entry forms.

### **GENERAL INFORMATION CONT'D**

- This office WILL NOT be responsible for incorrectly entered data if students confirm that the data entered for them is correct.
- Refunds of tuition fees will ONLY be granted in cases where a student discontinues classes before one month has passed and requests a refund or can no longer continue classes for medical or psychiatric reasons. In all cases a charge of \$30.00 per class attended will be charged for subjects NOT including Information Technology, EDPM and Food and Nutrition, where the fees of \$60.00 will be charged.
- Nothwithstanding the above, any student who has attended at least three classes after registering for the programme is liable for the full amount of the course unless a satisfactory explanation is given.
- No official documents (pass slips or certificates) will be given to students who
  are in arrears.
- Due to the COVID-19 Pandemic, the Continuing Education Programme will be conducting classes on a blended approach for the academic year 2023-2024 where some classes will be done online and face to face.
- Online sessions will commence at 6:00 pm from Mondays to Thursdays.

### **GENERAL INFORMATION CONT'D**

- Persons registering are expected to have computer devices and access to the internet for effective teaching to be conducted.
- The first day of class for each subject will be a face to face session for teachers to explain to students how they will approach the online teaching.
- Students will be given an email address and will only be able to access the
  programme for online teaching via this address. All exercises and SBA Projects
  are expected to be submitted via the email given to you by the Continuing
  Education Programme. You will receive your email address once you pay at least
  half the tuition fee.



Quality Teaching