



CHRIST CHURCH FOUNDATION SCHOOL  
CONTINUING EDUCATION PROGRAMME

*Your Partner For Success!!!!*

Addressing the Needs of individuals  
interested in upgrading their  
qualifications or advancing their careers.

We provide a well trained staff who deliver  
quality instruction at an affordable cost.



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
- EDPM
- Technical Drawing
- Chemistry
- Physics
- Food and Nutrition

CAPE SUBJECTS

1 YEAR COURSES

- ◆ Caribbean Studies
- ◆ Communication Studies

2 YEAR COURSES

- ◆ Accounts
- ◆ Environmental Science
- ◆ Sociology
- ◆ Tourism

REGISTER NOW FOR  
2017 -2018  
ACADEMIC YEAR

Visit our website:  
[theccfs.weebly.com](http://theccfs.weebly.com)



*Classes will be determined by the number of students  
registered for each subject.*

*Please call For Further Information: (246) 428-9323*

TIME TABLE  
2017-2018

COURSE FEES  
2017-2018

REGISTRATION FEE \$50.00 1 YEAR  
(Non Refundable)

**CSEC SUBJECTS**

1 Subject \$300.00 1 YEAR  
Additional Subject \$150.00 1 YEAR

FOOD & NUTRITION \$450.00 1 YEAR

**COMPUTER-BASED  
SUBJECTS**

EDPM \$450.00 1 YEAR  
INFORM. TECHNOLOGY \$900.00 1 YEAR

JANUARY SUBJECTS \$150.00 1 TERM

CAPE SUBJECTS \$600.00 1 YEAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
ENGLISH A GROUP A 5:30-7:30	OFFICE ADMIN. 5:30-7:30	MATH GROUP B 5:30-7:30	INFORMATION TECHNOLOGY 5:30-7:30	
PHYSICS 5:30-7:30	INFORMATION TECHNOLOGY 5:30-7:30	ENGLISH A GROUP B 5:30-7:30	H&S BIOLOGY 5:30-7:30	
SOCIAL STUDIES 5:30-7:30	JANUARY MATH 5:30-7:30	PRINCIPLES OF BUSINESS 5:30-7:30	PRINCIPLES OF ACCOUNTS 5:30-7:30	
MATH GROUP A 5:30-7:30	TOURISM 5:30-7:30	JANUARY ENGLISH A 5:30-7:30	EDPM 5:30-7:30	
CAPE ACCOUNTS	CARIBBEAN STUDIES 5:30-7:30	CAPE TOURISM 5:30-7:30	TECHNICAL DRAWING 5:30-7:30	
CAPE ENVI. SCI. 5:30-7:30	CHEMISTRY 5:30-7:30	CAPE ENVI. SCI. 5:30-7:30	FOOD & NUTRITION 5:30	
		COMMUNICAT. STUDIES 5:30-7:30	CAPE SOCIOLOGY 5:30-8:00	

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

## GENERAL INFORMATION

- Classes will commence on Monday, September 11, 2017
- ALL classes begin at 5:30 pm each evening.
- Registration for courses will begin **August 2, 2017**.
- 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 7, 2017 at 5:30 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, 2017**.

## GENERAL INFORMATION CONT'D

- 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 8, 2017 and the remaining 1/3 by March 30, 2018. Monitoring of classes will **NOT** be permitted.
- A discount of 10% will be given to **ALL** students who complete payments by September 29, 2017.
- 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 \$10.00 per class attended will be charged for subjects not including Information Technology and EDPM, where the fees of \$15.00 will be charged.
- Notwithstanding 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.