INTERNATIONAL MANAGEMENT & SPORTS COLLEGE

223 Mountbatten Road #03-15/16/17/18 Singapore 398008

SCAN ME

Higher Diploma in Business Management

WHY CHOOSE IMSC?

High Employability
Prepare students to meet the needs of the future industry

Industry Relevance
Industry experts to help keep our programmes relevant

Industry Recognition
Received endorsements from industry-leading organisations

International Partners
Partnerships with industry-leading education institutions

edutrust SINGAPORE

Certificate No. EDU-2-2149
Validity: 11 April 2026 to 10 April 2030

RCB No. 200305869C | Exp: 13 July 2026 - 12 July 2028

COURSE OVERVIEW

The Higher Diploma in Business Management aims to provide students with the theoretical knowledge and practical aspects to meet career opportunities in the commercial, manufacturing, financial and service sectors of the economy.

During this course, students will learn knowledge pertaining to various aspects of commercial enterprises through areas such as management operations, finance operations, human resource, and business functions.

JOB PROSPECTS

- Business Analyst
- Operations Coordinator
- Administrative Manager
- Project Coordinator
- Office Manager

@ IMSC

@ int.mgmt.and.sports.college

Visit us at : www.imsc.edu.sg/higherdip-biz-mgmt

Contact us at : +65 6423 0668 or info@imsc.edu.sg.

INTERNATIONAL MANAGEMENT & SPORTS COLLEGE

Higher Diploma in Business Management
www.imsc.edu.sg



Entry Requirements

Age	• Minimum 17 years old
Academic Qualification	• 1 GCE A' Level Passes at E and above; or • Diploma Graduate; or Grade 12 Certificate; or equivalent • Mature candidates (≥ 30 years old with 8 years' work experience); or candidates with other qualifications will be considered on a case-by-case basis
English Language Proficiency	• GCE 'O' Level Pass in English at C6 and above; or • IELTS 5.0 and above; or • TOEFL 49 and above; or • Pearson Test of English (PTEA) 42 and above; or • Duolingo English Test Score (DET) score of 75 and above; or • Pass in IMSC Language Literacy and Numeracy (LLN) Test

Intake

Monthly intake. Please contact IMSC for specific intake dates.

Fees

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Local Students	$ 16,807.80

*Including application fees and Fee Protection Scheme fees; excluding medical insurance (optional) and miscellaneous fees (payable only if applicable)

International Students	$ 20,372.10

*Including application fees, Fee Protection Scheme fees and medical insurance (compulsory); excluding miscellaneous fees (payable only if applicable)

Duration

Full - Time	18 Months
Part-Time	24 Months

COMPULSORY CORE MODULES

No.	Module Title
1	Introduction to Economics
2	Business Communications
3	Business Finance
4	Marketing & Customer Service
5	Organisation Behaviour
6	Data and Decisions
7	Strategic Management and Marketing
9	Supply Chain Management
8	Human Resource Management
10	Operations Management
11	Leading Organisations
12	Introduction to E-commerce
13	Business Law
14	Managing Teams and Project Management

Enrollment

Contact IMSC at 6423 0668 or info@imsc.edu.sg.

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MODULES DESCRIPTION

INTRODUCTION TO ECONOMICS

The "Introduction to Economics" course module provides a comprehensive understanding of the principles, theories, and concepts that underpin the field of economics. This module aims to equip participants with the essential knowledge and analytical tools to comprehend economic phenomena, make informed decisions, and assess the impact of economic policies. Through an exploration of key topics, participants will gain insights into microeconomics, macroeconomics, market forces, and the role of individuals and governments in the economy.

BUSINESS COMMUNICATIONS

The "Business Communication" course module is designed to enhance participants' communication skills and effectiveness in professional settings. This module explores various aspects of business communication, including written, verbal, and nonverbal communication. Participants will develop the ability to craft clear and concise messages, deliver impactful presentations, conduct effective meetings, and navigate cross-cultural communication challenges. Through interactive exercises and practical examples, this module aims to equip participants with the necessary skills to excel in their professional communication endeavors.

BUSINESS FINANCE

This module provides learners with a comprehensive understanding of financial concepts and tools essential for effective decision making in business. Divided into four chapters, this module covers topics such as financial statements analysis, capital budgeting, risk and return, and financing options. By the end of this module, participants will have gained the knowledge and skills to analyze financial data, evaluate investment opportunities, assess risk, and make sound financial decisions to drive business success

MARKETING & CUSTOMER SERVICE

The learner will gain a comprehensive understanding of marketing strategies and customer service techniques. Over four chapters covering key aspects. Learn to attract/retain customers, foster relationships, and drive business growth. Ideal for professionals, entrepreneurs, and skill enhancement. Excel in marketing and customer service with practical knowledge and tools.

ORGANISATION BEHAVIOUR

The "Organizational Behavior" course module explores the dynamics of human behavior within organizations and the impact on individual and organizational outcomes. Divided into four chapters, this module covers topics such as individual behavior, team dynamics, leadership, and organizational culture. By the end of this module, participants will have gained a deep understanding of human behavior in the workplace and the skills to effectively manage and lead individuals and teams.

DATA AND DECISIONS

The "Data and Decisions" module enables learners to analyze data and make informed decisions. Covering data analysis, statistical analysis, predictive analytics, and data visualization, participants acquire skills to collect, interpret, and communicate insights to drive data-driven decision making. This empowers learners to leverage data effectively and enhance decision-making capabilities in a data-rich business environment.

STRATEGIC MANAGEMENT AND MARKETING

The aim of this unit is to develop learners' understanding of strategic management and marketing organisations. Learners will study a range of organisations and apply theories to understand strategic decision-making, the use of technology and strategic marketing management.

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MODULES DESCRIPTION

SUPPLY CHAIN MANAGEMENT

The aim of this unit is to provide students with a broad, strategic view of supply chain management. The unit also explores some of the key techniques and approaches employed in the field of supply chain management and examines some of the new developments in the area.

HUMAN RESOURCE MANAGEMENT

The aim of this unit is to provide learners with the ability to select and apply appropriate human resources frameworks to the general industry. Learners will develop skills in the recruitment and retention of staff, as well as the importance of training and industrial relations.Learners will understand the importance of identifying and managing cultural diversity in the workforce.

OPERATIONS MANAGEMENT

This module explores key topics such as process design, capacity planning, supply chain management, and quality control. Participants will develop the skills and knowledge necessary to optimize resources, improve efficiency, and deliver value to customers. Through a combination of theoretical concepts and practical applications, this module aims to equip participants with the tools to excel in operations management roles.

LEADING ORGANISATIONS

This module equips learners with the knowledge and skills necessary to lead effectively in today's dynamic business environment. Through four comprehensive chapters, participants will explore theories of leadership, team management, change management, ethical decision making, and strategic thinking. By understanding these fundamental aspects of leadership, learners will be able to navigate organizational challenges, foster collaboration, drive innovation, and make ethical and strategic decisions that contribute to the success of their organizations.

INTRODUCTION TO E-COMMERCE

The "Introduction to E-commerce" course module provides a comprehensive overview of e-commerce, covering key topics such as e-commerce models, platforms, technologies, legal and ethical considerations, and marketing strategies. With a focus on understanding the fundamentals of e-commerce and its impact on businesses and consumers, learners will gain the knowledge and skills necessary to navigate the digital landscape and develop effective e-commerce strategies.

BUSINESS LAW

The "Introduction to Business Law (Singapore)" module offers a comprehensive understanding of Singapore's business law. Covering legal framework, contract law, company law, and intellectual property law, learners gain knowledge of key legal considerations, rights, and obligations. This prepares them to navigate legal challenges and make informed decisions in their professional careers.

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Fees

LOCAL STUDENTS		
FEES BREAKDOWN		**AMOUNT INCLUDING GST (SGD)**
Academic Fees		
1	Course Fees	$ 16,350.00
	SUB - TOTAL :	**$ 16,350.00**
Others		
2	Fee Protection Scheme (FPS) - ***compulsory***	$ 261.60
3	Application Fees - ***non-refundable***	$ 196.20
	GRAND - TOTAL :	**$ 16,807.80**
4	Medical Insurance - ***optional***	$ 98.10
		$ 16,905.90

Note :

- *Application Fees have to be paid to begin the registration process.*
- *Fee Protection Scheme is compulsory and payable before course commencement.*
- *Instalment payment potentially available for local students.*
- *Medical insurance is optional, depending on whether student has equivalent local insurance coverage.*

MISCELLANEOUS FEES (PAYABLE ONLY IF APPLICABLE)		
PURPOSE OF FEES		**AMOUNT INCLUDING GST (SGD)**
1	Deferment Fees	$ 239.80
2	Re-AssessmentFees ***(per unit)***	$ 163.50
3	Re-Module Fees ***(per module)***	$ 436.00
4	Penalty for Late Payment ***(per week)***	$ 10.90
5	ICA Online Issuance Fee ***(for Student's Pass)***	$ 60.00 - $ 90.00
6	Medical Insurance ***(if applicable)***	$ 98.10
7	IMSC Uniform	$ 32.70
8	Exam Appeal Fee	$ 54.50
9	Renewal of Student's Pass ***(including ICA processing & issuance fee)***	$ 135.00
10	Printing Cost ***(per sheet)***	$ 0.20 - $ 0.40

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Fees

INTERNATIONAL STUDENTS		
FEES BREAKDOWN		**AMOUNT INCLUDING GST (SGD)**
Academic Fees		
1	Course Fees	$ 19,620.00
	SUB - TOTAL :	**$ 19,620.00**
Others		
2	Fee Protection Scheme (FPS) - ***compulsory***	$ 261.60
3	Medical Insurance - compulsory	$ 98.10
4	Application Fees - ***non-refundable***	$ 392.40
	GRAND - TOTAL :	**$ 20,372.10**

Note :

- *Application Fees have to be paid to begin the registration process.*
- *Fee Protection Scheme is compulsory and payable before course commencement.*
- *Instalment payment potentially available for local students.*
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About IMSC

Founded in 2003, IMSC stands as one of Singapore's pioneering private educational institutions. It emerged following the privatization of the education division within the former Singapore Sports Council.

We deliver tailored education solutions that transform students into globally competitive professionals and visionary entrepreneurs. Our programs are meticulously designed to align with high-growth industries, ensuring graduates not only secure opportunities but thrive in them.

During its founding days, IMSC was appointed by the United States Sports Academy (USSA) as its sole partner in Singapore to provide quality academic sports certifications and diplomas. Thereafter, IMSC continued to grow from strength to strength, and has diversified into providing professional certifications and education in multiple industries such as business management, hospitality and tourism, sports and wellness, logistics, and many others.

IMSC has persistently emphasized building a formidable international presence. It has attracted students from over 15 countries and has established academic and industry partnerships with esteemed institutions in China, Malaysia, Vietnam, England, Australia, and India. Today, IMSC's programmes can also be found in countries like Malaysia and China.

OUR MISSION

To provide a holistic education that equips individuals with the skillsets and competencies required for the industry.

OUR VISION

To develop industry-ready individuals for the future economy.

OUR CULTURE

Where success is not quantified by just the result, but rather by the calibre of the pursuit.

OUR VALUES

Passion | Progress | Purpose

Why choose IMSC?

- Industry Readiness – Special emphasis on teaching skills and knowledge necessary for the workforce.
- Access to Higher Education - Our pedagogy is grounded in a curriculum aligned with the latest frameworks adopted by leading universities, ensuring that students acquire relevant, forward-thinking knowledge and are well-prepared for advanced learning.
- Rigorous Curriculum - Provide students with a strong academic foundation that would allow them to pursue higher education.
- Experienced Educators - Our educators are industry practitioners, ensuring students learn workplace-relevant skills and knowledge.

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