

Certificate in Purchasing and Supplies (CBM)

Duration : 1 Semester

Course Units : 21

Department : Entrepreneurship and Economics

School : Business and Economics

Course Structure

Course Code	Course Title	Semester	Credit	Lecture Hour (hrs/week)
CPS 0101	Fundamentals of Purchasing and Supplies	1	3	3
CPS 0102	Fundamentals of Information Technology	1	3	3
CPS 0103	Stores and Inventory Management	1	3	3
CPS 0104	Business Calculations	1	3	3
CBM 0105	Office Organization	1	3	3
CPS 0106	Foundations of Accounting	1	3	3
CPS 0107	Elements of Commerce	1	3	3