ZAMBIA INSTITUTE OF BUSINESS STUDIES AND INDUSTRIAL PRACTICE

Wide range of business courses to suit your needs and qualifications on:
- Distance Learning
- Evening Classes

HOW TO APPLY
Application forms may be downloaded from www.zibsip.co.zm or may be purchased from the ZIBSIP accounts office. APPLICATION FEE: K100.00 non refundable.

ODL Applicants may also text their e-mail address and desired programme to 097779135 or e-mail directly to the ODL office at zibsipodl@yahoo.com or odl@zibsip.ac.zm

For more information visit us at our ZIBSIP Campus, situated at the junction of president Avenue and Kantanta street in Kitwe or contact us at PO Box 21495 Kitwe:
TEL: + 26 02 221225/229184/221041
Fax +26 02229184,zibsip.admin@zibsip.co.zm: www.zibsip.co.zm,
The Zambia Institute of Business Studies and Industrial Practice, fondly known as ZIBSIP was incepted in 1993. ZIBSIP currently operates as a Management Board under the Ministry of Education, Science, Vocational Training & Early Education. ZIBSIP is TEVETA registered.

ZIBSIP offers tertiary education in demand driven business and Accountancy courses through its full time, part time and open and distance learning programs. ZIBSIP has been in the training industry for more than 17 years.

ZIBSIP offers the following courses:

**FULL - TIME CLASSES**

Monday to Friday 07.30hours to 16.00hours

**COURSES AVAILABLE**

- ZICA Technician, Licentiate
- ACCA Part I – III
- Certificate & Diploma in Banking & Finance
- Procurement and Supply Certificate to Professional Diploma
- IMIS Foundation to Higher Diploma
- Diploma in Business Administration (CBU)
- Diploma Level 4 to 6 in Shipping and Logistics
- Diploma Level 4 to 6 in Community Development
- Certificate to Advanced Diploma in Hospitality Management
- Certificate to Advanced Diploma in Food Production
- Diploma in Secretarial Studies
- Diploma Level 4 to 5 in Business Management
- Diploma Level 4 to 5 in Human Resource Management
- Diploma in Human Resource - (CBU)
- Diploma Level 4 to 5 in Business Management
- Diploma Level 4 to 5 in Human Resource Management
- Diploma in Information Technology (DIT – CBU)
- Secondary Teacher’s Diploma in Commercial Studies (UNZA)
- Health and Safety Management (ICM)

**EVENING CLASSES**

Monday to Friday 17.30hours to 19.30hours

Most courses offered on full time programmes are also offered during evening classes

Contact +260 974912246

We also run short intensive courses in various courses including computer course

**OPEN & DISTANCE LEARNING (ODL)**

(Contact: 097779135, zibsipodl@yahoo.com +260 212 221225)

From the comfort of your home you now have an opportunity to study and obtain recognized professional qualifications.

- Certificate & Diploma Banking & Finance
- Procurement and Supply Certificate to Professional Diploma
- Diploma Level 4 to 5 in Shipping and Logistics
- Advanced Diploma in Project Management
- Diploma Level 4 to 6 in Community Development
- Certificate to Diploma in Hospitality Management
- Diploma Level 4 to 6 in Public Relations
- Diploma in Business Administration (CBU)
- Diploma Level 4 to 5 in Business Management
- Diploma Level 4 to 5 in Human Resource Management
- Diploma Level 4 to 5 in Marketing Management
- Diploma in Information Technology (DIT – CBU)
- Diploma in Human Resource – (CBU)
- IMIS Foundation to Diploma
- Secondary Teacher’s Diploma in Commercial Studies (UNZA)
- Health and Safety Management (ICM)
- Certificate & Diploma Banking & Finance
- Procurement and Supply Certificate to Professional Diploma
- Diploma Level 4 to 5 in Shipping and Logistics
- Advanced Diploma in Project Management
- Diploma Level 4 to 6 in HIV & AIDS Management
- Certificate to Diploma in Hospitality Management
- Diploma Level 4 to 6 in Public Relations
- Diploma in Business Administration (CBU)
- Diploma Level 4 to 5 in Business Management
- Diploma Level 4 to 5 in Human Resource Management
- Diploma Level 4 to 5 in Marketing Management
- Diploma in Information Technology (DIT – CBU)
- Diploma in Human Resource – (CBU)
- IMIS Foundation to Diploma
- Secondary Teacher’s Diploma in Commercial Studies (UNZA)
- Health and Safety Management (ICM)
- Certificate to Diploma Banking & Finance
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- IMIS Foundation to Diploma
- Secondary Teacher’s Diploma in Commercial Studies (UNZA)
- Health and Safety Management (ICM)

**REQUIREMENTS FOR ALL COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Requirements</th>
<th>Board</th>
<th>Duration</th>
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<tbody>
<tr>
<td>ZICA</td>
<td>Grade 12, 5 Credits incl. Maths &amp; Eng</td>
<td>ZICA</td>
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<tr>
<td>ACCA</td>
<td>ZICA equivalent</td>
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<td>COM DEV</td>
<td>Grade 12, 5 Passes</td>
<td>ABMA</td>
<td>1 yr 6</td>
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<tr>
<td>Procurement</td>
<td>Grade 12, 5 Passes</td>
<td>CIPS</td>
<td>3 yrs</td>
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<td>IMIS</td>
<td>Grade 12, 5 Passes</td>
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<tr>
<td>DBA (CBU)</td>
<td>Grade 12, 4 credits incl. Maths &amp; Eng</td>
<td>CBU</td>
<td>2 yrs</td>
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<tr>
<td>DBM (ABE)</td>
<td>Grade 12, 5 Passes</td>
<td>ABE</td>
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<tr>
<td>Banking &amp; Finance</td>
<td>Grade 12, 5 credits incl. Maths &amp; Eng</td>
<td>ZIBFS</td>
<td>1 yr 6 Months</td>
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<td>HRM (ABE)</td>
<td>Grade 12, 5 Passes</td>
<td>ABE</td>
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<td>Shipping</td>
<td>Grade 12, 5 Passes</td>
<td>ABMA</td>
<td>1 yr 6</td>
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<td>Hospitality</td>
<td>Grade 12, 5 Passes</td>
<td>ICM</td>
<td>2 yrs</td>
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<td>Food Production</td>
<td>open</td>
<td>City &amp; Guilds</td>
<td>1 yr</td>
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<td>Secretarial</td>
<td>Grade 12, 5 Passes</td>
<td>C &amp; G</td>
<td>2 yrs</td>
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<td>Project Management (ODL Only)</td>
<td>Grade 12, 5 passes &amp; a Professional Qualification</td>
<td>ICM</td>
<td>1 yr</td>
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<td>HIV/AIDS (ODL Only)</td>
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<td>ABMA</td>
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<td>Public Relations (ODL Only)</td>
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<td>ABMA</td>
<td>1 yr 6 Months</td>
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<td>Marketing (ODL &amp; Evening)</td>
<td>Grade 12, 5 passes</td>
<td>ABE</td>
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<td>HRM (CBU)</td>
<td>Grade 12, 5 credits incl. Maths &amp; Eng</td>
<td>CBU</td>
<td>2 yrs</td>
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<tr>
<td>Health and Safety Management</td>
<td>Grade 12, 5 passes</td>
<td>ICM</td>
<td>1 yr</td>
</tr>
<tr>
<td>DIT (CBU)</td>
<td>Grade 12, 5 credits incl. Maths &amp; Eng</td>
<td>CBU</td>
<td>2 yrs</td>
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<tr>
<td>Secondary Teachers’ Diploma In Commercial Studies, Maths, HE or Computer Studies</td>
<td>Grade 12, 5 credits incl. Maths &amp; Eng, Or Primary Sch Teachers’ Certificate</td>
<td>UNZA</td>
<td>3 yrs</td>
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