

COURSE TIMES (DAY)

COURSE	DAY	TIME
English Language	Mon	10:00
Office Administration	Mon	1:00
Accounts	Tues	10:00
Mathematics	Tues	10:00
Information Tech.	Wed, Sat	10:00
POB	Wed	1:00
EDPM	Thurs	9:30
Social Studies	Sat	1:00
Quick books	Fri, Sat	1:00

COURSE TIMES (EVENING)

COURSE	DAY	TIME
Mathematics	Mon or Tues	5:00
EDPM	Mon, Wed	5:00
POB	Tues	4:30
Information Tech.	Thurs	5:00
Office Admin.	Tues	6:00
English Language	Wed	5:00
Accounts	Thurs	5:00

SEPTEMBER CXC SPECIALS

1 CXC Subject - COST: \$395.00 CASH

PAYABLE IN INSTALLMENTS:

\$95 DOWN PAYMENT AND 20 WEEKLY PAYMENTS OF \$20 (TOTAL \$495.00)

2 CXC Subjects - COST: \$595.00 CASH

Take two CXC subjects and get a 3rd CXC subject free. (Does not Include I.T or EDPM)

PAYABLE IN INSTALLMENTS:

\$95 DOWN PAYMENT AND 24 WEEKLY PAYMENTS OF \$25 (TOTAL \$695.00)

THERE IS A \$35.00 NON-REFUNDABLE REGISTRATION FEE FOR ALL CLASSES

CXC CONTINUING EDUCATION

The course for young school leavers. Five CXCs in just one year.

COURSE COMPONENTS ARE AS FOLLOWS:

Any 4 CXC General certificates from the following:

- Mathematics
- English Language
- Accounts
- Principles of Business
- Office Administration
- Social Studies

AND ONE OF THE FOLLOWING

CXC Information Technology or EDPM.

Also get a BONUS FREE SUBJECT

From any one our Professional Courses.

(That's a \$500 savings!!!)

COURSE TIMES

MONDAY - THURSDAY 10:00 a.m. - 3:00 p.m.

COST: \$1395.00 CASH

PAYABLE IN INSTALLMENTS:

\$295 DOWN PAYMENT AND \$40 PER WEEK FOR 30 WEEKS (TOTAL \$1495.00)

We help you to achieve success on your CXC classes. Pass Maths or get a refund. (Special conditions apply).

WIN OUR PRIZE DRAW AND GET ALL YOUR CXC CLASSES FREE.

ELECTRONIC DOCUMENT PREPARATION AND MANAGEMET (EDPM)

COURSE COMPONENTS ARE AS FOLLOWS:

1. Word-processing (Ms Word)
2. Spreadsheets (Ms Excel)
3. Desktop Publishing & Power point

DURATION: 1 YEAR COST: \$745.00 CASH

PAYABLE IN INSTALLMENTS:

\$95 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$30 (TOTAL \$845.00)

CXC INFORMATION TECHNOLOGY

COURSE COMPONENTS ARE AS FOLLOWS:

1. Word Processing (Microsoft Word)
2. Database (Microsoft Access)
3. Spreadsheets (Microsoft Excel)
4. Applications and Implications
5. Programming - Pascal

DURATION: 1 YEAR COST: \$745.00 CASH

PAYABLE IN INSTALLMENTS:

\$95 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$30 (TOTAL \$845.00)

SEPTEMBER COMPUTER SPECIALS

Take CXC IT or EDPM & 1 other CXC and get a 3rd CXC FREE.

DURATION: 1 YEAR COST: \$1095.00 CASH

PAYABLE IN INSTALLMENTS:

\$195 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$40 (TOTAL \$1195.00)

PROFESSIONAL COURSES

1. QUICKBOOKS
2. COMPUTER REPAIRS
3. OPTIONS TRADING
4. COMPUTER MASTERY – Level 1

COURSE TIMES

COURSE	DAY	TIME
Quick books	Fri	1:00 or 5:00 pm
Quick books	Sat	1:00 pm
Computer Repairs	Wed	1:00 pm
Options Trading	Tues	7:30 pm
Options Trading	Fri	9:00 am
Computer Mastery	Mon	10:00 am
Computer Mastery	Tues	5:00 pm

Quick books & Computer Repairs

DURATION: 2 MONTHS COST: \$450 CASH

Installments - \$100 Down Payment & \$50 weekly for 8 weeks (Total \$500)

Options Trading

DURATION: 1 MONTH COST: \$200 CASH

Installments - \$100 Down Payment & \$30 weekly for 4 weeks (Total \$220)

Computer Mastery

DURATION: 2 MONTHS COST: \$300 CASH

Installments - \$100 Down Payment & \$30 weekly for 8 weeks (Total \$340)

EXAMINATIONS

QUICK BOOKS, COMPUTER MASTERY & COMPUTER REPAIRS STUDENTS ARE REQUIRED TO TAKE A CERTIFIED EXAMINATION.

THERE IS A \$35.00 NON-REFUNDABLE REGISTRATION FEE FOR ALL CLASSES

ADVANCED MANAGEMENT SERVICES

Advanced Management Services (AMS) was opened on 1st May, 1995. The establishment offers full computer training and certificate courses in many computer applications. This training is not just for the executive who may need his/her computer skills upgraded but also for the person who knows absolutely nothing about computers. Our computer courses are presently among the very best in the island. We offer Social Studies, Mathematics, English Language, Accounts, Principles of Business, Office Administration, Information Technology, and E.D.P.M.

Advanced Management Services is presently among the top computer training facilities in Barbados. Group sizes are small with each student having access to his or her own computer. Here at AMS we accept students of all ages. Generally students must be serious about their studies, ever bearing in mind that they have a goal to achieve. All students who complete their courses successfully receive recognised certificates.

Our aim is to provide efficient, complete and timely service far superior to those being offered around us. We believe that we are well on our way to achieving this. We welcome you to our school.

We assist our students with job placements. Visit www.bajanjobs.com .

CXC COURSES AND PROFESSIONAL COURSES

ADVANCED MANAGEMENT SERVICES COMPUTER SCHOOL



Your Future Begins With Us

**Advanced Management Services
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Email: amservices@ymail.com

Visit us at www.amsschool.com