

### ***COURSE TIMES (DAY)***

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

### ***COURSE TIMES (EVENING)***

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

### ***SEPTEMBER CXC SPECIALS***

1 CXC Subject - ***COST: \$595.00 CASH***

Take one CXC subject and get a 2nd 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)***

2 CXC Subjects - ***COST: \$895.00 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 25 WEEKLY PAYMENTS OF \$40 (TOTAL \$1095.00)***

THERE IS A \$50.00 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: \$1695.00 CASH***

***PAYABLE IN INSTALLMENTS:***

***\$295 DOWN PAYMENT AND \$60 PER WEEK FOR 25 WEEKS (TOTAL \$1795.00)***

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: \$995.00 CASH***

***PAYABLE IN INSTALLMENTS:***

***\$95 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$40 (TOTAL \$1095.00)***

### ***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: \$995.00 CASH***

***PAYABLE IN INSTALLMENTS:***

***\$95 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$40 (TOTAL \$1095.00)***

SPECIAL: Take CXC IT or EDPM & Get Quickbooks, Computer Repairs or Forex Trading Classes absolutely Free.

### ***SEPTEMBER COMPUTER SPECIALS***

Take CXC IT or EDPM & 1 other CXC and get a 3<sup>rd</sup> CXC FREE.

***DURATION: 1 YEAR COST: \$1395.00 CASH***

***PAYABLE IN INSTALLMENTS:***

***\$195 DOWN PAYMENT AND 25 WEEKLY PAYMENTS OF \$50 (TOTAL \$1445.00)***

## ***PROFESSIONAL COURSES***

1. **QUICKBOOKS**
2. **COMPUTER REPAIRS**
3. **FOREX TRADING**

### ***COURSE TIMES***

<b>COURSE</b>	<b>DAY</b>	<b>TIME</b>
Quickbooks	Fri	1:00 or 5:00 pm
Computer Repairs	Wed	1:00 pm
Forex Trading	Tues	8:30 pm
Forex Trading	Thurs	8:30 pm

### **Quickbooks & Computer Repairs**

***DURATION: 2 MONTHS COST: \$500 CASH***

**Installments - \$150 Down Payment & \$75 weekly for 6 weeks (Total \$600)**

### **Forex Trading**

***DURATION: 6 WEEKS COST: \$500 CASH***

**Installments - \$150 Down Payment & \$75 weekly for 6 weeks (Total \$600)**

### ***EXAMINATIONS***

***QUICKBOOKS AND COMPUTER REPAIRS STUDENTS ARE REQUIRED TO TAKE A CERTIFIED EXAMINATION.***

**THERE IS A \$50.00 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.tojnetwork.com](http://www.tojnetwork.com).**

# **CXC COURSES AND PROFESSIONAL COURSES**

## **ADVANCED MANAGEMENT SERVICES COMPUTER SCHOOL**



### **Your Future Begins With Us**

**Advanced Management Services**

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**Tel: (246) 430-0736**

**Email: [amservices@ymail.com](mailto:amservices@ymail.com)**

**Visit us at [www.amsschool.com](http://www.amsschool.com)**