

Micro-Credential in School Financial Management and Control



Delivery mode: Online

Duration of Study: 7 Weeks / 7 Hours

Level: Advanced

Career Prospects

- School Financial Consultant / Management

Education

The emerging technologies and fast-paced growth of the global digital economy has sparked demand everywhere for resources and talents that could drive their development.

As the Education sector continues to redefine skills that are needed to educate a new generation of global citizens, developing the requisite skills and knowledge for those keen to take up a career in this field will be critical to ensure their success and employability amidst the changing global environment.

Meanwhile, for an experienced Educator, upskilling by taking up new credentials and developing advanced knowledge whilst keeping abreast with latest ideas, pedagogies, and methodologies; will enable them to facilitate academic, social, and emotional growth in innovative and exciting ways, having a real impact on students as they teach.

Programme Overview

The course prepares graduates to manage school finances wisely by following the rules and regulations of using the correct procedures that will aid students in becoming responsible Headmasters / Principals, especially in managing school finances, so that misuses of funds do not occur. This will result in a healthy financial standing of a school – a reflection of excellent overall management.

Assessment

- Coursework: 70%
- Examination: 30%

Areas of Knowledge

• School Financial Management

- Explore the basic concept of school financial management and control based on local context, and legal financial consideration of school financial management.
- Acquiring services and materials using the correct procedures while maintaining the petty cash book and cashbook record correctly.
- Financial reporting.

Why UNITAR?

5-STAR QUALITY

5-STAR rating in QS for Teaching, Employability, Inclusiveness, Online Education and Accounting and Finance.

AFFORDABILITY

HRDF and various financial aid available.

UNITAR C.A.R.E

We ensure that students are well-equipped with applicable skills: Collaborative, Adaptive, Reflective and Entrepreneurial.

Course Modules

- Introduction to management school financial and controls
- School financial internal controls procedures
- Preparing annual school budget
- Organising school fundraising
- Managing cashbook in school financial system
- Managing petty cash
- Preparing school financial report

COURSE PROGRESSION >>>

Credits from this Micro-Credential Programme are transferable to the following full academic programme:

Master in Education, Educational Leadership and Management (Online)



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