



STAFF DEVELOPMENT INSTITUTE

FULLTIME PROFESSIONAL COURSES

The Staff Development Institute invites eligible applicants to enroll in its 2019 second intake full time classes which will be taking place at its main campus Mpemba, 14km off-Chikwawa Road.

COURSE	DURATION	ENTRY QUALIFICATION	TUITION	LODGE
Legal Skills for Paralegals	9 th July to 25 th Oct (16 weeks)	MSCE with a credit in English	380,000	224,000
Human Resources Development 1	9 th July to 13 th Dec (24 weeks)	MSCE with 4 credits + English	330,000	292,320
Upgrading for Secretaries and Copy Typists	12 Aug – 1 Nov (12 weeks)	Elementary Secretarial Studies + MSCE	280,000	168,000
Secretarial Management	9 Sept – 15 Nov (10 weeks)	Elementary Secretarial Studies + MSCE	230,000	150,000

WEEKEND CLASSES

All these non-residential courses will run from **Saturday, 13th Jul, 2019 to Saturday 7th Dec, 2019**

ABMA COURSES	DURATION	ENTRY QUALIFICATION	TUITION
Level 4: Diploma in Human Resources Mgt	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000
Level 4: Community Development	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000
Level 4: Computer and Information System	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000
Diploma in HIV and AIDS	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000
Level 4: Business Management	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000
Level 4: Journalism and Media Studies	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	120,000

ICM COURSES	DURATION	ENTRY QUALIFICATION	TUITION
Diploma in Project Management	Sat, 13 th Jul to Sat 7 th Dec,	MSCE	150,000

	2019 (6 months)		
Diploma in Leadership: Part 1	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	140,000
Diploma in Accounting and Finance: Part 1	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	150,000
Diploma in Purchasing and Supply: Part 1	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	140,000
Diploma in Hospitality Management: Part 1	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	140,000

ICAM COURSE	DURATION	ENTRY QUALIFICATION	TUITION
Part 1: Accounting Diploma	Sat, 13 th Jul to Sat 7 th Dec, 2019 (6 months)	MSCE	140,000

- A non-refundable K3,000.00 registration fees will have to be paid by Friday the 21st June, 2019.
- To apply, download an application form from www.sdi.ac.mw or it can be obtained at SDI Campus.
- A filled application form together with copy of your MSCE should reach

The Director,
Staff Development Institute,
Private Bag 1,

Mpemba

Or email: sdi@sdi.ac.mw by close of business Friday 21st June, 2019.

Telephone: 0 999 923 011 or 0 999 950 311

BUSINESS SUCCESS IS IN STAFF DEVELOPMENT