

<b>Program Name</b>	Higher Education Diploma in Banking
<b>Program Description</b>	<p>This program will equip students with the hands on knowledge of Teller Operations, Bank Services and Procedures and Bank Security. Also equip with basic and important knowledge of the Finance sector of Fiji including the Banks, Reserve Bank of Fiji, Credit Institutions and Foreign Exchanges Agencies. The graduates will be able to:</p> <ul style="list-style-type: none"> <li>▪ Interpret the essential customer relations responsibilities.</li> <li>▪ Examine the key departments that comprise a bank and how the employees in those departments work together with tellers.</li> <li>▪ Determine the role the supervisor plays in helping tellers become a member of the bank's team as well as helping them on a day to day basis.</li> <li>▪ Evaluate the different types of electronic services offered by banks.</li> <li>▪ Examine the security features on bank notes; evaluate Financial Transactions Report and Suspicious Transactions Report.</li> </ul>
<b>Majors</b>	Banking
<b>Minimum Requirements</b>	Pass in Year 13, with 50% or more marks in English
<b>Program Type</b>	Higher Education Diploma

Course Code	Course Name	Credit Points
<b>Year 1: Semester 1</b>		
BNK501Sem (Pre-req: Year 13)	Fundamentals of Banking	15
BNK503Sem (Pre-req : Year 12)	Role of a Professional Teller	15
FIN501Sem (Pre-req: Year 13)	Fundamentals of Finance	15
LNG501Sem (Pre-req : Year 13)	English for Academic Purposes	15
	<b>Total</b>	<b>60</b>
<b>Year 1: Semester 2</b>		
BNK502Sem (Pre-req : Year 13)	Banking Services and Procedures	15
BNK504Sem (Pre-req : Year 12)	Bank Security	15
FIN502Sem (Pre-req: Year 13)	Financial Institutions and Markets	15
Electives 1 level 5 course	1 level 5 course from any discipline for which pre-requisite is met (1X15 CP	15

	<b>Total</b>	<b>60</b>
<b>Year 2: Semester 1</b>		
BNK601Sem (Pre-req : BNK501/BNK502)	Banking Law	15
BNK603Sem (Pre-req : BNK501/BNK502)	Banking Operations & Management	15
<b>Electives</b> 2 level 6 courses	2 level 6 courses from any discipline for which pre-requisites are met (2X15 CP	2 x15
	<b>Total</b>	<b>60</b>
<b>Year 2: Semester 2</b>		
BNK602Sem (Pre-req : BNK501/BNK502)	Legal Aspects of Banking	15
ECN603Sem (Pre-req: ECN501/ECN502)	Business Statistics	15
<b>Electives</b> 2 level 6 courses	2 level 6 courses from any discipline for which pre-requisites are met (2X15 CP)	2 x 15
	<b>Total</b>	<b>60</b>
	<b>Total Credit Points</b>	<b>240</b>
<b>Directed Industrial Attachment (DIA) 4 Months: Assisting with Employment</b>		