



Free Computer Class for Ethnic Minorities

	Course Title & Details	
1. Computer Basic I &II 22 Nov 2015 to 28 Feb 2016 (Sunday), 9:10am – 10:40am		
2. Computer Basic I &II 22 Nov 2015 to 28 Feb 2016 (Sunday), 10:40am – 12:10pm		
3. Computer Basic I &II 22 Nov 2015 to 28 Feb 2016 (Sunday), 12:10pm – 1:40pm		

Students who have completed Basic Class can proceed to Microsoft Office Class:
(6 Mar 2016-26 Jun 2016)

Microsoft Office Class (Word and Excel 2007)

Requirement:

Students who attained at least of 80% attendance in Computer Basic I & II

Application:

Apply after the Basic paper test

Certificate:

Students will get Certificate when they have finished the Exam and attained 80% attendance in the classes

For enquiries: 2479 9757 Ms Lilis or Latte



Remarks:

1. All computer class reading materials are in **English**.
2. Student applying Microsoft Office Class should have completed computer basic I and II class.
3. Students will be queue up in computer class waiting list.
4. If students contact number has changed, please inform our staff immediately.
5. If student absence for 3 lessons, we will reserve the seat to next applicant.

