

ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment July 2020 Semester

This guide will provide some useful information when applicants are completing their pre-enrolment form with ISCA.

1) **Funding Category**

You will view full fees during your course application with SUSS. Subsidies and concession amount will only be reflected in the final invoice upon course offer. The course fees are reviewed annually and may be revised. SUSS reserves the right to adjust the course fees without prior notice. There are 3 selections to the funding category. You may find more information below:

(i) Self-sponsored

If you are self-funded, you are not required to submit any supporting documents to ISCA.

(ii) Company-sponsored

If you are a company-sponsored applicant, you are to provide us with the necessary information for billing/contact purposes alongside with an official document/sponsorship letter from your company indicating that you will be sponsored for the course. You can [download](#) a sample format of the letter.

Should your company be a Small Medium Enterprise (SME), please provide a copy of company ACRA and an official document to declare that to be eligible for the Enhanced Training Support for SMEs. You can [download](#) a sample of the document.

SME criteria is as follows:

- *Organisation must be registered or incorporated in Singapore*
- *At least 30% local shareholding*
- *Employment size of not more than 200 workers OR annual sales turnover of not more than S\$100 million*

(iii) Workfare Training Support

To be eligible for this support, you must be a Singapore Citizen; and aged 35 years and above (13 years and above for Persons with Disabilities); and earn a monthly income of not more than \$2,000. SUSS will seek the official required documents directly from you.

2) **Preferred Class Schedule**

All classes will be held at SUSS unless otherwise stated. You are to indicate your preferred class schedule from the 2 options of class schedules offered (evening class / 3-day workshop).

Please note that the scheduled classes will only commence if there is a minimum class size and your preferred class schedule serves only as an indication. Changes can still be made during your course application with SUSS.

ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment July 2020 Semester

3) **Assessment Component**

The courses in the certification programme are mostly level three courses of the SUSS undergraduate degree programme with each course (except ANL488 Business Analytics Applied Project) lasting for 6 weeks (1 term). You are strongly encouraged to enrol for a maximum of two (2) courses per semester (6 months) depending on your work and personal commitments.

Typically, within the 6 weeks of the term and 1 week of term break, you are required to complete all 3 quizzes and 2 assignments for each course. Assessment components vary from course to course and you will be graded on at least two (2) of the following assessment components:

- Pre-course Quizzes
- Pre-class Quizzes
- Tutor-Marked Assignment
- Group-Based Assignment
- Presentations
- Individual Case Study
- Examination

4) **Final Assessment Dates**

Examination period for this semester will be in November 2020. The specific examination dates for the respective courses will be published on SUSS's student portal once available.

5) **Course Fees and Course Synopsis**

You can find more information on course fees and course synopsis on our [website](#).

6) **3 Steps to Pre-enrol with ISCA**

Step 1: Complete the online pre-enrolment form which can be found on ISCA website.

SUSS will contact you to further advise you on your application process.

Step 2: Pay a one-time non-refundable application fee of \$64.20 (including GST) and submit supporting document to complete online registration.

Step 3: Produce original supporting documents for verification at SUSS within one week after registration.

For further enquires on the pre-enrolment, you may contact us at 6597 5533 or email us at qualifications@isca.org.sg.

**ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment
July 2020 Semester**

Class Schedule Type A: Evening Class

Applicants who select this type (Evening Class) will attend classes with SUSS part-time students.

Course Title	Term	Lesson No.	Session Mode	Day	Date	Time
ANL303 Fundamentals of Data Mining	Term ONE	1	Seminar	Tuesday	28 July 2020	7:00pm - 10:00pm
		2			4 August 2020	
		3			11 August 2020	
		4			18 August 2020	
		5			25 August 2020	
		6			1 September 2020	

Course Title	Term	Lesson No.	Session Mode	Day	Date	Time
ANL321 Statistical Methods	Term ONE	1	Seminar	Thursday	23 July 2020	7:00pm - 10:00pm
		2			30 July 2020	
		3			6 August 2020	
		4			13 August 2020	
		5			20 August 2020	
		6			27 August 2020	

Course Title	Term	Lesson No.	Session Mode	Day	Date	Time
ANL305 Association and Clustering	Term TWO	1	Seminar	Tuesday	15 September 2020	7:00pm - 10:00pm
		2			22 September 2020	
		3			29 September 2020	
		4			6 October 2020	
		5			13 October 2020	
		6			20 October 2020	

**ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment
July 2020 Semester**

Class Schedule Type B: Evening Class

Course Title	Term	Lesson No.	Session Mode	Day	Date	Time
ANL311 Selected Topics in Business Analytics	Term TWO	1	Seminar	Thursday	10 September 2020	7:00pm - 10:00pm
		2			17 September 2020	
		3			24 September 2020	
		4			1 October 2020	
		5			8 October 2020	
		6			15 October 2020	

**ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment
July 2020 Semester**

Class Schedule Type B: 3-Day Workshop

The 3-day workshop is customised for ISCA and applicants will not be required to attend the 6 (six) weekly lessons.

Course Title	Term	Session Mode	Day	Date	Time
ANL303 Fundamentals of Data Mining	Term ONE	Seminar	Monday	27 July 2020	8:30am – 5:30pm
				3 August 2020	
				17 August 2020	

Course Title	Term	Session Mode	Day	Date	Time
ANL321 Statistical Methods	Term ONE	Seminar	Wednesday	22 July 2020	8:30am – 5:30pm
				29 July 2020	
				12 August 2020	

Course Title	Term	Session Mode	Day	Date	Time
ANL305 Association and Clustering	Term TWO	Seminar	Monday	14 September 2020	8:30am – 5:30pm
				21 September 2020	
				5 October 2020	

**ISCA-SUSS Business Analytics Certification Programme – Guide for Pre-Enrolment
July 2020 Semester**

Examination Dates

Examination dates and times are tentative and subject to changes. Please refer to student portal for the dates and times nearer to date.

Course Title	Day	Date	Time
ANL303 Fundamentals of Data Mining	Tuesday	10 Nov 2020	10.00am-12.00pm

Course Title	Day	Date	Time
ANL321 Statistical Methods	Thursday	12 Nov 2020	10.00am-12.00pm

Course Title	Day	Date	Time
ANL305 Association and Clustering	Tuesday	17 Nov 2020	10.00am-12.00pm

Course Title	Day	Date	Time
ANL311 Selected Topics in Business Analytics	For ANL311, there will be an End-of-Course Assignment (ECA) instead of Final Examination. Submission of the assignment date will be announced via the student portal.		