

Integration in International Petroleum – Oil and Gas – Exploration and Production (E & P) Companies: Mergers Acquisitions and Joint Ventures Course, Leading to Diploma Postgraduate - in Integration in International Petroleum – Oil and Gas – Exploration and Production (E & P) Companies: Mergers Acquisitions and Joint Ventures, 30 Credit-Hours, Accumulating to A Postgraduate Certificate, with 150 additional Credit-Hours, a Postgraduate Diploma, with -330 additional Credit-Hours

HRODC Postgraduate Training Institute



A Postgraduate - Only Institution



#165

Integration in International Petroleum – Oil and Gas - Exploration and Production (E & P) Companies: Mergers, Acquisitions and Joint Ventures Course

Postgraduate Short Course

Leading To:

DIPLOMA - POSTGRADUATE IN

International Petroleum – Oil and Gas - E & P Mergers, Acquisitions & Joint Venture, 30 Credit-Hours

Accumulating to A

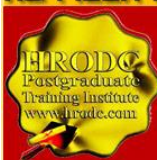
**Postgraduate Certificate,
With 150 Additional Credit-Hours, or A**

POSTGRADUATE DIPLOMA

With 330 Additional Credit-Hours

Integration in International Petroleum – Oil and Gas – Exploration and Production (E & P) Companies: - Page 1 of 24

HRODC Postgraduate Training Institute
HQ : 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK



Prof. Dr. Ronald B. Crawford - Director

PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc. Res. (Uni Wlv); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M. AAM; M.I.S.G.S.; M.S.C.O.S.; M. RG. C.



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Websites:
<https://www.hrodc.com/>
<https://www.hrodc.london>
[postgraduateshortcourses.com/](https://www.postgraduateshortcourses.com/)

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HRODC Postgraduate Training Institute, A Postgraduate-Only Institution
Our UK Government's Verification and Registration

Our Institute is Verified by, and Registered with, the United Kingdom (UK) Register of Learning Providers (UKRLP), of the Department for Education (DfE). Its UK Provider Reference Number (UKPRN) is: 10019585 and might be located at: <https://www.ukrlp.co.uk/>.

Course Coordinator:
Prof. Dr. R. B. Crawford is the Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:

- Doctor of Philosophy {(PhD) {University College London (UCL) - University of London}};
- MEd Management (University of Bath);
- Postgraduate (Advanced) Diploma Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);



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- Diploma in Doctoral Research Supervision, (University of Wolverhampton);
- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Member of ResearchGate;
- Executive Member of Academy of Management (AOM). There, his contribution incorporates the judging of competitions, review of journal articles, and guiding the development of conference papers. He also contributes to the Disciplines of:
 - Human Resources;
 - Organization and Management Theory;
 - Organization Development and Change;
 - Research Methods;
 - Conflict Management;
 - Organizational Behavior;
 - Management Consulting;
 - Gender & Diversity in Organizations; and
 - Critical Management Studies.

Professor Dr. Crawford has been an Academic in the following UK Universities:

- University of London (Royal Holloway), as Research Tutor;
- University of Greenwich (Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- University of Wolverhampton, (Wolverhampton Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- London Southbank University (Business School), as Lecturer and Unit Leader.


His responsibilities in these roles included:

- Doctoral Research Supervisor;
- Admissions Tutor;
- Postgraduate and Undergraduate Dissertation Supervisor;

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- Programme Leader;
- Personal Tutor

For Whom This Course is Designed

This Course is Designed For:

This course is designed specifically for all those who work with financial information and measures of performance for Oil & Gas Exploration & Production (E&P) activities, and those seeking to enhance their career prospects within the Upstream International Petroleum - Oil and Gas - Sector. The group of people who will benefit from this course is, therefore, inclusive of, but not limited to the following:

- Chief Executive Officers;
- Chief Financial Officers;
- Company Owners;
- Presidents and Vice-Presidents of Finance;
- Treasurers;
- Controllers;
- Corporate Planning Directors;
- Corporate Strategic Planners;
- Financial Planners and Analysts;
- Directors of Mergers and Acquisitions;
- Accountants;
- Asset Accountants;
- Chief Accountants;
- Chief Executives;
- Drilling & Refinery Managers;
- Engineers and Geologist;
- Finance Directors;
- Finance Managers;
- Financial Analysts;
- Financial Controllers;
- Government Ministers,

- Government Regulators;
- Internal and External Auditors;
- Joint Venture Accountants;
- Joint Venture Operators;
- Land Office Workers;
- Land Registrars;
- Landsmen;
- Legal Personnel in Upstream Oil and Gas Sector;
- Management Accountants;
- Managing Directors;
- Marketing & Sales Directors & Managers;
- Public Accountants;
- Treasury Officers;
- Upstream Oil and Gas External Auditors;
- Upstream Oil and Gas Internal Auditors;
- Venture Capitalists;
- All others with a genuine interest in Mineral Rights, Surface Rights, Fee Interest, Lease, Royalties, and the Exploration, Drilling, Testing and the Production of Oil and Gas.
- Finance Directors and Managers;
- Financial Controllers;
- Chief Accountants;
- Treasury Officers;
- Asset Accountants;
- Joint Venture Accountants;
- Management Accountants;
- Internal and External Auditors;
- Government Regulators;
- Financial Analysts;
- Bankers;
- Fund managers;
- Public Accountants;

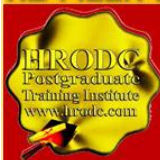
- Venture Capitalists;
- Angels;
- Dragons;
- Private Equities;
- Government Ministers,
- Chief Executives;
- Managing Directors;
- Engineers and Geologist;
- Drilling & Refinery Managers;
- Marketing & Sales Directors & Managers;
- Others interested in the operation of the Oil and Gas Industry, its regulation, exploration, production, and accounting systems.

Classroom-Based Duration and Cost:	
Classroom-Based Duration:	5 Days
Classroom-Based Cost:	£5,000.00 Per Delegate
Online (Video-Enhanced) Duration and Cost	
Online Duration:	10 Days @ 3 Hours Per Day
Online Cost:	£3,350.00 Per Delegate

Classroom-Based Course and Programme Cost includes:

- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;
- Postgraduate Diploma/ Diploma – Postgraduate –or
- Certificate of Attendance and Participation – if unsuccessful on resit.

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Students and Delegates will be given a Selection of our Complimentary Products, which include:

- **Our Branded Leather Conference Folder;**
- **Our Branded Leather Conference Ring Binder/ Writing Pad;**
- **Our Branded Key Ring/ Chain;**
- **Our Branded Leather Conference (Computer – Phone) Bag – Black or Brown;**
- **Our Branded 8-16 GB USB Flash Memory Drive, with Course Material;**
- **Our Branded Metal Pen;**
- **Our Branded Polo Shirt.;**
- **Our Branded Carrier Bag.**

Daily Schedule: 9:30 to 4:30 pm.

Delivery Locations:

- 1. Central London, UK;**
- 2. Dubai, UAE;**
- 3. Kuala Lumpur, Malaysia;**
- 4. Amsterdam, The Netherlands;**
- 5. Brussels, Belgium;**
- 6. Paris, France; and**
- 7. Durban, South Africa;**
- 8. Other International Locations, on request.**

Integration in International Petroleum – Oil and Gas – Exploration and Production (E & P) Companies: Mergers Acquisitions and Joint Ventures Course

Leading to Diploma – Postgraduate – in Integration in International Petroleum – Oil and Gas – Exploration and Production (E & P) Companies: Mergers Acquisitions and Joint Ventures, 30 Credit-Hours, Accumulating to a Postgraduate Certificate, with 150 Additional Credit-Hours, or a Postgraduate Diploma, with 330 Additional Credit-Hours

Course Objectives

By the conclusion of the specified learning and development activities, delegates will be able to:

- Accurately account for 'Disposition' of capitalized costs, in reference to the impairment of unproved properties;
- Address problems and issues associated with upstream oil and gas operation;
- Address the geological issues relating to the origin, exploration and production of oil and gas;
- Appropriately address Disposition of capitalized costs from the surrender or abandonment of property;
- Appropriately apportion costs to non-drilling and drilling operations, respectively;
- Demonstrate a working knowledge of Amortization, with particular reference to the oil and gas industry;
- Demonstrate an appreciation of financial reporting policies and practices applicable in Oil and Gas Industry;
- Demonstrate an awareness of the salient issues associated with the development of the United States oil and gas industry, as a mark car to International oil and gas exploration developments and it mining operations;
- Demonstrate an understanding of the oil and gas industry and the activities of each subsector;

- Demonstrate mastery of the concepts and issues associated with exploration and drilling operation;
- Describe the methods of exploration generally used within the oil and gas industry;
- Discuss, with examples, the benefits and drawbacks of nonworking interest;
- Distinguish between 3D and 4D Seismic;
- Distinguish between Mineral Rights, Mineral Interests and Fee Interests;
- Distinguish between natural and artificial lifts, in oil and gas production;
- Distinguish between Non-drilling and Drilling Costs;
- Distinguish between the different types of wells;
- Explain the basic principles of Successful Efforts Accounting in Oil and Gas;
- Explain the contractual issues that are associated with oil, gas and mineral lease;
- Explain, with examples, Overriding Royalty Interests (ORI);
- Explain, with minor omissions, the processes involved in oil and gas acquisition, exploration and mining;
- Outline the methods of production, employed in the oil and gas industry;
- Outline the role of finance and accounting in an Oil and Gas Organisations;
- Work through examples of Amortization of exploration and development costs of proved developed reserves.

Course Contents, Concepts and Issues

Part 1: Upstream Oil and Gas Operations (1)

- Introducing the Oil and Gas Industry;
- Brief History of the U.S. Oil and Gas Industry;
- Origin of Petroleum;
- Anticline;
- Exploration Methods and Procedures;
- 3-D Seismic;
- 4-D Seismic;
- Acquisition of Mineral Interests in Property:
 - Mineral Rights;
 - Mineral Interests;
 - Fee Interests;

Part 2: Upstream Oil and Gas Operations (2)

- Overriding Royalty Interests (ORI);
- Retained ORI Production Payment Interest (PPI);
- Dutch Carved-Out Production Payment;
- Carved-Out Net Profits Interest Created From Working Interest;
- Net Profits Interest Created From Mineral Interest.
- Oil, Gas and Mineral Lease Provisions:
 - Lease Bonuses;
 - Royalty Provision;
 - Primary Term;
 - Delay Rental Payment;
 - Shut-In Payment;

- Right To Assign Interest;
 - Right To Free Use Of Resources For Lease Operations;
 - Option Payment;
 - Offset Clause.
- Addressing Problems and Issues Associated with Upstream Oil and Gas Operation.

Part 3: Aspects of Drilling Operations

- Oil and Gas Drilling Operations;
- BOP (Blowout Preventer);
- Bottom-Hole Pressure;
- Bottom-Hole Pump;
- Drill String;
- Rat Hole;
- Mouse Hole;
- Drilling Platform;
- Drilling Rig;
- Proved Area;
- Drill Stem Test;
- Derek and Derek Hands;
- Cracking;
- Field;
- Christmas Tree;
- Sedimentary Rock;
- Seismic Exploration;
- Development Well Flowing Well;
- Injection Well;
- Offset Well;
- Stratigraphic Well.

Part 4: Company Growth and Equity Value of Exploration and Production (E & P) International Petroleum – Oil and Gas - Companies

- Internal Growth: Advantages and Problematic Issues;
- External Growth as Integration, and its Synergistic Values;
- Types of Integration in Petroleum - Oil and Gas - Exploration and Production Companies:
 - Horizontal Integration in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Vertical Integration in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Vertical Integration Backward in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Vertical Integration Forward in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Conglomerate Integration involving Petroleum - Oil and Gas – Companies;
 - Joint Venture Operation in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Mergers in Petroleum - Oil and Gas - Exploration and Production Companies;
 - Acquisitions in Petroleum - Oil and Gas - Exploration and Production Companies.

Part 5: Authorisation for Expenditure (AFE) in Joint Venture Petroleum - Oil and Gas - Exploration and Production Companies (1)

Contextualising Authorisation for Expenditure (AFE)

- Authorisation for Expenditure (AFE) as Documentation for Joint Operators Approval for Expenditure;
- Cost control as an Aspect of Authorisation for Expenditure (AFE);
- Budgeting as an Aspect of Authorisation for Expenditure (AFE);

- Monitoring as an Aspect of Authorisation for Expenditure (AFE).

Authorisation for Expenditure (AFE) As a Process

- Authorisation for Expenditure (AFE) Process in Joint Operation Agreement;
- Authorisation for Expenditure (AFE) as Joint Venture Project Approval;
- Authorisation for Expenditure (AFE) Conceptualisation;
- Economical Evaluation in Authorisation for Expenditure (AFE);
- Authorisation for Expenditure (AFE) Coding;
- Components of Authorisation for Expenditure (AFE);
- Preparation, Execution and Monitoring Process of Authorisation for Expenditure (AFE);
- Authorisation for Expenditure (AFE) Process in Joint Operation Agreement;
- Interest Partner Approval as Authorisation for Expenditure (AFE) Execution;
- Authorisation for Expenditure (AFE) as Joint Venture Project Approval;
- Authorisation for Expenditure (AFE) in Production Sharing Contract (PSC);
- Authorisation for Expenditure (AFE) for Risk Service Agreement (RSA) or Risk Service Contract (RSC);
- Non-Standard Authorisation for Expenditure (AFE);
- Operationally Standardized Authorisation for Expenditure (AFE);
- Minimalist Authorisation for Expenditure (AFE);
- Addressing Failure to Obtain Approval from all working interest owners of an Authority for Expenditure: Result;
- Authorisation for Expenditure (AFE) as Reapproval for Budgeting Excess;
- Consequences for Non-reapproval of Authorisation for Expenditure (AFE);
- Authorisation for Expenditure (AFE) as a Control Mechanism for Oil and Gas Accounting;
- Accumulation of AFE Activities in the General Ledger;
- Executing Authorisation for Expenditure (AFE);
- Reporting of AFE Activities at AFE Level.

Part 6: Authorisation for Expenditure (AFE) in Joint Venture Petroleum - Oil and Gas - Exploration and Production Companies (2)

Authorisation for Expenditure (AFE) for Exploration and Acquisition

- Authorisation for Expenditure (AFE) For Lease Contract;
- Authorisation for Expenditure (AFE) For Exploration;
- AFE for Exploratory Wells;
- AFE for Test Wells;
- AFE for Estimated Intangible Drilling Cost (IDC), Equipment Cost and Completion Cost for Well Drilling.

Authorisation for Expenditure (AFE) for Drilling Contract

- AFE in Domestic Drilling Operations;
- AFE in International Drilling Operations;
- AFE for Day Rate Drilling Contract;
- AFE for Footage Drilling Contract;
- AFE for Turnkey Drilling Contract;
- AFE for Well Completion;
- AFE for Recompletion.

Authorisation for Expenditure (AFE) for Development Cost

- AFE as Completion Cost in SE;
- AFE for Plugging and Abandonment Cost in Dry Wells;
- AFE for Drilling as Production Costs;
- AFE as Reapproved for Budgeting Excess;
- AFE for Facility Construction.

AFE for Tangible Drilling and Production Costs

- AFE For Service Wells;
- AFE for Drilling as Production Costs.

AFE for Drilling Operational Problems

- AFE for Workovers;

- Rig Workover;
- AFE for Drilling Operation;
- Recompletion Operation;
- AFE for Plugging and Abandonment Cost in Dry Wells;
- AFE as Completion Cost in SE.

Postgraduate Diploma, Postgraduate Certificate, and Diploma – Postgraduate - Short Course Regulation


Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate: Their Distinction, Credit Value and Award Title

Postgraduate Short Courses of a minimum of five days' duration, are referred to as Diploma – Postgraduate. This means that they are postgraduate credits, towards a Postgraduate Certificate and Postgraduate Diploma. Postgraduate Certificate and Postgraduate Diploma represent Programmes of Study, leading to Awards bearing their title prefixes. While we, refer to our short studies, of 5 days to five weeks, as 'Courses', those with duration of 6 weeks and more are labelled 'Programmes'. Nevertheless, in line with popular usage, we often refer to all study durations as 'Courses'. Another mark of distinction, in this regard, is that participants in a short course are referred to as 'Delegates', as opposed to the term 'Students', which is confined to those studying a Postgraduate Programme.

Courses are of varying Credit-Values; some being Single-Credit, Double-Credit, Triple-Credit, Quad-Credit, 5-Credit, etc. These short courses accumulate to Postgraduate Certificate, with a total of 180 Credit-Hours (= 6 X 5-Day Courses or 3 X 10-Day Courses), or Postgraduate Diploma, with a total of 360 Credit-Hours (= 12 X 5-Day Courses or 6 X 10-Day Courses).

Delegates studying courses of 5-7 days' duration, equivalent to 30-42 Credit-Hours (Direct Lecturer Contact), will, on successful assessment, receive the Diploma – Postgraduate Award. This represents a single credit at Postgraduate Level. While 6-day and 7-day courses also lead to a Diploma – Postgraduate, they accumulate 36 and 42 Credit Hours, respectively.

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Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate Assessment Requirement

Because of the intensive nature of our courses and programmes, assessment will largely be in-course, adopting differing formats. These assessment formats include, but not limited to, in-class tests, assignments, end of course examinations. Based on these assessments, successful candidates will receive the Diploma – Postgraduate, Postgraduate Certificate, or Postgraduate Diploma, as appropriate.

In the case of Diploma – Postgraduate, a minimum of 70% overall pass is expected. In order to receive the Awards of Postgraduate Certificate and Postgraduate Diploma, candidates must have accumulated at least the required minimum 'Credit-Hours', with a pass (of 70% and above) in at least 70% of the courses taken.

Delegates and students who fail to achieve the requirement for Postgraduate Certificate, Postgraduate Diploma, or Diploma - Postgraduate - will be given support for 2 re-submissions for each course. Those delegates who fail to achieve the assessment requirement for the Postgraduate Diploma or Diploma - Postgraduate - on 2 resubmissions, or those who elect not to receive them, will be awarded the Certificate of Attendance and Participation.

Diploma – Postgraduate, Postgraduate Certificate, and Postgraduate Diploma Application Requirements

Applicants for Diploma – Postgraduate – Postgraduate Certificate, and Postgraduate Diploma are required to submit the following documents:

- Completed Postgraduate Application Form, including a passport sized picture affixed to the form;
- A copy of Issue and Photo (bio data) page of the applicant's current valid passport or copy of his or her Photo-embedded National Identity Card;
- Copies of credentials mentioned in the application form.

Admission and Enrolment Procedure

- On receipt of all the above documents we will assess applicants' suitability for the Course or Programme for which they have applied;
- If they are accepted on their chosen Course or Programme, they will be notified accordingly and sent Admission Letters and Invoices;
- One week after the receipt of an applicant's payment or official payment notification, the relevant Course or Programme Tutor will contact him or her, by e-mail or telephone, welcoming him or her to HRODC Postgraduate Training Institute;
- Those intending to study in a foreign country, and require a Visa, will be sent the necessary immigration documentation, to support their application;
- Applicants will be notified of the dates, location and venue of enrolment and orientation, where appropriate.

Modes of Study and Duration of Postgraduate Certificate and Postgraduate Diploma Programmes

There are two delivery formats for Postgraduate Certificate and Postgraduate Diploma Programmes, as follows:

1. Intensive Full-time (Classroom-Based) Mode, lasting 3 months for Postgraduate Diploma, and 6 weeks for Postgraduate Certificate. These durations are based on six hours' lecturer-contact per day, five days (30 hours) per week, for Postgraduate Diploma;
2. Video-Enhanced On-Line Mode. This interactive online mode lasts twenty (20) weeks, for Postgraduate Diploma, and ten (10) weeks for Postgraduate Certificate. Our calculation is based on three hours per day, six days per week.

Whichever study mode is selected, the aggregate of 360 Credit Hours must be achieved.

Introducing Our Video-Enhanced Online Study Mode

In a move away from the traditional online courses and embracing recent developments in technology-mediated distance education, HRODC Postgraduate Training Institute has introduced a Video-Enhanced Online delivery. This Online mode of delivery is revolutionary and, at the time of writing, unique to HRODC Postgraduate Training Institute.

You are taught as individuals, on a one-to-one or one-to-small-group basis. You see the tutor face to-face, for the duration of your course. You will interact with the tutor, ask and address questions; sit examinations in the presence of the tutor. It is as real as any face-to-face lecture and seminar can be. Choose from a wide range of Diploma – Postgraduate Courses and an increasing number of Specialist Postgraduate Certificate and Postgraduate Diploma Programmes. You might also accumulate Postgraduate Short Courses, via this mode of study, over a 6-year period, towards a Postgraduate Certificate or Postgraduate Diploma.

Key Features of Our Online Study: Video-Enhanced Online Mode

- The tutor meets the group and presents the course, via Video, in a similar way to its classroom-based counterpart;
- All participants are able to see, and interact with, each other, and with the tutor;
- They watch and discuss the various video cases and demonstrations that form an integral part of our delivery methodology;
- Their assessment is structured in the same way as it is done in a classroom setting;
- The Video-Enhanced Online mode of training usually starts on the 1st of each month, with the cut-off date being the 20th of each month, for inclusion the following month;
- Its duration is twice as long as its classroom-based counterpart. For example, a 5-day (30 Credit Hours) classroom-based course will last 10 days, in Video-Enhanced Online mode. This calculation is based on 3 hours tuition per day, adhering to the Institute's required 30 Credit-Hours;

- The cost of the Video-Enhanced Online mode is 67% of similar classroom-based courses;
- For example, a 5-day classroom-based course, which costs Five Thousand Pounds, is only Three Thousand Three Hundred and Fifty Pounds (£3,350.00) in Video-Enhanced Online Mode.

10-Week Video-Enhanced Online Postgraduate Certificate and 20-Week Video-Enhanced Online Postgraduate Diploma

You might study an Online Postgraduate Certificate or Online Postgraduate Diploma, in 10 and 20 weeks, respectively, in the comfort of your office or homes, through HRODC Postgraduate Training Institute's Video-Enhanced Online Delivery. We will deliver the 180 Credit-Hours and 360 Credit-Hours, in line with our regulation, through 'Direct-Lecturer-Contact', within the stipulated timeframe. We aim to fit the tuition around your work, family commitment and leisure, thereby enhancing your maintenance of an effective 'work-study-life-style balance', at times convenient to you and your appointed tutor.

Cumulative Postgraduate Certificate and Postgraduate Diploma Courses

All short courses can accumulate to the required number of Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, over a six-year period from first registration and applies to both general and specialist groupings. In this regard, it is important to note that short courses vary in length, the minimum being 5 days (Diploma – Postgraduate) – equivalent to 30 Credit Hours, representing one credit, as is tabulated below.

On this basis, the definitive calculation on the Award requirement is based on the number of hours studied (aggregate credit-value), rather than merely the number of credits achieved. This approach is particularly useful when a student or delegate studies a mixture of courses of different credit-values.


For those delegates choosing the accumulative route, it is advisable that at least one or two credits be attempted each year. This will ensure that the required 180 Credit-Hours and 360 Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, respectively, are achieved, within the designated period. These Credit-Values, awards and their accumulation are exemplified below.

Examples of Postgraduate Course Credits: Their Value, Award Prefix & Suffix – Based on 5-Day Multiples		
Credit Value	Credit Hours	Award Title Prefix (& Suffix)
Single-Credit	30-54	Diploma - Postgraduate
Double-Credit	60-84	Diploma – Postgraduate (Double-Credit)
Triple-Credit	90-114	Diploma – Postgraduate (Triple-Credit)
Quad-Credit	120-144	Diploma – Postgraduate (Quad-Credit)
5-Credit	150-174	Diploma – Postgraduate (5-Credit)
6-Credit	180-204	Postgraduate Certificate
7-Credit	210-234	Postgraduate Certificate (+ 1 Credit)
8-Credit	240-264	Postgraduate Certificate (+2 Credits)
9-Credit	270-294	Postgraduate Certificate (+3 Credits)
10-Credit	300-324	Postgraduate Certificate (+ 4 Credits)
11-Credit	330-354	Postgraduate Certificate (+5 Credits)
12-Credit	360	Postgraduate Diploma
360 Credit-Hours = Postgraduate Diploma		
12 X 5-Day Courses = 360 Credit-Hours = Postgraduate Diploma		
10 X 6-Day Courses = 360 Credit-Hours = Postgraduate Diploma		

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Exemplification of Accumulated Postgraduate Certificate and Postgraduate Diploma Award Titles

All Specialist Postgraduate Certificate and Postgraduate Diploma Programmes have their predetermined Award Titles. Where delegates do not follow a Specialism, for accumulation to a Postgraduate Diploma, they will normally be Awarded a General Award, without any Specialist Award Title. However, a Specialist Award will be given, where a delegate studies at least seventy percent (70%) of his or her courses in a specialist grouping. These are exemplified below:

- 1. Postgraduate Diploma in Accounting and Finance;**
- 2. Postgraduate Certificate in Accounting and Finance;**
- 3. Postgraduate Certificate in Aviation Management;**
- 4. Postgraduate Diploma in Aviation Management;**
- 5. Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**
- 6. Postgraduate Diploma in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**
- 7. Postgraduate Certificate in Business Communication;**
- 8. Postgraduate Diploma in Business Communication;**
- 9. Postgraduate Certificate in Corporate Governance;**
- 10. Postgraduate Diploma in Corporate Governance;**
- 11. Postgraduate Certificate in Costing and Budgeting;**
- 12. Postgraduate Diploma in Costing and Budgeting;**
- 13. Postgraduate Certificate in Client or Customer Relations;**
- 14. Postgraduate Diploma in Client or Customer Relations;**
- 15. Postgraduate Certificate in Engineering and Technical Skills;**
- 16. Postgraduate Diploma in Engineering and Technical Skills;**
- 17. Postgraduate Certificate in Events Management;**
- 18. Postgraduate Diploma in Events Management;**

- 19. Postgraduate Certificate in Health and Safety Management;**
- 20. Postgraduate Diploma in Health and Safety Management;**
- 21. Postgraduate Certificate in Health Care Management;**
- 22. Postgraduate Diploma in Health Care Management;**
- 23. Postgraduate Certificate in Human Resource Development;**
- 24. Postgraduate Diploma in Human Resource Development;**
- 25. Postgraduate Certificate in Human Resource Management;**
- 26. Postgraduate Diploma in Human Resource Management;**
- 27. Postgraduate Certificate in Information and Communications Technology (ICT);**
- 28. Postgraduate Diploma in Information and Communications Technology (ICT);**
- 29. Postgraduate Certificate in Leadership Skills;**
- 30. Postgraduate Diploma in Leadership Skills;**
- 31. Postgraduate Certificate in Law – International and National;**
- 32. Postgraduate Diploma in Law – International and National;**
- 33. Postgraduate Certificate in Logistics and Supply Chain Management;**
- 34. Postgraduate Diploma in Logistics and Supply Chain Management;**
- 35. Postgraduate Certificate in Management Skills;**
- 36. Postgraduate Diploma in Management Skills;**
- 37. Postgraduate Certificate in Maritime Studies;**
- 38. Postgraduate Diploma in Maritime Studies;**
- 39. Postgraduate Certificate in Oil and Gas Operation;**
- 40. Postgraduate Diploma in Oil and Gas Operation;**
- 41. Postgraduate Certificate in Oil and Gas Accounting;**
- 42. Postgraduate Diploma in Oil and Gas Accounting;**
- 43. Postgraduate Certificate in Politics and Economic Development;**
- 44. Postgraduate Diploma in Politics and Economic Development;**
- 45. Postgraduate Certificate in Procurement Management;**

- 46. Postgraduate Diploma in Procurement Management;**
- 47. Postgraduate Certificate in Project Management;**
- 48. Postgraduate Diploma in Project Management;**
- 49. Postgraduate Certificate in Public Administration;**
- 50. Postgraduate Diploma in Public Administration;**
- 51. Postgraduate Certificate in Quality Management;**
- 52. Postgraduate Diploma in Quality Management;**
- 53. Postgraduate Certificate in Real Estate Management;**
- 54. Postgraduate Diploma in Real Estate Management;**
- 55. Postgraduate Certificate in Research Methods;**
- 56. Postgraduate Diploma in Research Methods;**
- 57. Postgraduate Certificate in Risk Management;**
- 58. Postgraduate Diploma in Risk Management;**
- 59. Postgraduate Certificate in Sales and Marketing;**
- 60. Postgraduate Diploma in Sales and Marketing;**
- 61. Postgraduate Certificate in Travel, Tourism and International Relations;**
- 62. Postgraduate Diploma in Travel, Tourism and International Relations.**

The actual courses studied will be detailed in a student or delegate's Transcript.

Service Contract, incorporating Terms and Conditions

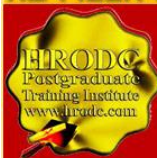
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The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

Prof. Dr. Ronald B. Crawford
Director
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Prof. Dr. Ronald B. Crawford - Director

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M. RG. C.