



Professional Diploma in Business Management (PDBM) ^

Application Procedure

1. Please submit your application either by post or by hand to the General Office of the Institute of Professional Education And Knowledge (PEAK) (of the Vocational Training Council) within the application periods stated below.
 Address : 9/F, VTC Tower, 27 Wood Road, Wan Chai, Hong Kong
 Office hours: 9:00 a.m. – 7:30 p.m. (Monday to Friday); 9:00 a.m. – 12:00 noon (Saturday)
 2. Put all documents to be submitted in an envelope marked "**Application for PDBM**".
 3. We need these documents from you:
 - Completed enrollment form;
 - Reference letter issued by your current employer; and
 - Copies of proof of your academic qualifications, such as transcripts and certificates.
 4. Incomplete documents or lack of proof of payment required may delay or jeopardise your application.
 5. Following a successful application, present the original copies of your credentials for verification at the time of registration.
 6. We offer places to eligible applicants on a first-come-first-served basis.
 Please pay course fees by either of these methods:
 1. Attach a crossed cheque made payable to "Vocational Training Council" to the form submitted by post or in person
 2. Pay by credit card, with submission of documents by fax / by post / in person
 3. Pay in cash or by credit card to the General Office for a confirmed class that commences in 7 working days.
- ✧ Application period: lasts until it is 7 working days prior to scheduled class commencement.
- ✧ A 10% early-bird discount is available until **18 March 2025**

Module Codes	Module Titles	Dates (all in 2025) and Time	Fee (HK\$)
Core Modules			
623B2	Management Theory and Practice	Nil	
626B2	Business Organisation	Apr 7, 14, 28 May 12, 19, 26 Jun 2, 9, 16, 23 Exam: Jun 30	4,040
627B2	Financial Accounting & Management Accounting	Nil	
629B2	Marketing Strategy	Apr 8, 15, 22, 29 May 6, 13, 20, 27 Jun 3, 10 Exam: Jun 24	4,040
PBA40006	Business Statistics	Apr 3, 10, 17, 24 May 8, 15, 22, 29 Jun 5, 12 Exam: Jun 27 (Fri)	4,040
PBA40005	Business Economics	Nil	
Elective Modules			
622B2	Hong Kong Business Law	Apr 9, 16, 23, 30 May 7, 14, 21, 28 Jun 4, 11 Exam: Jun 25	4,040

Enquiry: Miss. Natalie Yau Tel: 2919 1515 Email: natalieycm@vtc.edu.hk
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