

NCFE LEVEL 2 CERTIFICATE IN PRINCIPLES OF BUSINESS ADMINISTRATION

Other · Truro College

PART-TIME INFORMATION

This course aims to provide learners with the underpinning knowledge that is required by employees to work in a range of different environments in a business administration role. Learners will know how to carry out administrative tasks such as managing information and supporting events and will be able to apply their knowledge in a variety of industries and job roles.

IMPORTANT

Course information can change. Please use the QR code below for the current assessment arrangements, entry requirements and start dates.

FOR THE LATEST COURSE INFORMATION

Scan for assessment arrangements, learner support, confirmed start dates and how to apply.
Page 1 of 1

