



Royal Thimphu College

CONTINUING EDUCATION (CE) PROGRAMME 2023

STUDY AT ROYAL THIMPHU COLLEGE

“Inspiring Education in Bhutan” is both an aspiration and a description of the education offered at Royal Thimphu College (RTC), Bhutan’s first private college. This aspiration expresses both the vision of the College, to inspire the education sector by setting a worthy example and also describes the aim to provide international quality education at affordable rates. With endorsement from the RUB, RTC introduced a Continuing Education (CE) Evening Programme for working professionals from the Fall Semester of 2013. The first cohort of evening students graduated with Bachelor’s degree in 2017.



The RTC CE Programme is geared to cater to the needs of those working professionals who would like to complete their education in the evenings, after working hours. CE students will take a minimum of 4 years to graduate from the CE programme with a reduced workload per semester.

PROGRAMMES OFFERED

For the 2023-2024 academic year, the following programme will be offered:

- Business Studies:
 - Bachelor of Business Administration (BBA)
 - Bachelor of Commerce (BCom)

It may be noted that the minimum cohort size is 20 candidates for the programme.

ELIGIBILITY CRITERIA

Admission will be offered to those applicants who are highly motivated and committed to completing the programme.

To be considered for admission, an applicant must have a Class XII pass certificate with a minimum aggregate of 50% in the best 4 subjects.

In addition to this, the programme specific criteria is:

Programme	Criteria
Business (BBA & BCom)	Pass in Maths/Business Maths for all streams

Applicants must also fulfill the following additional eligibility criteria:

- Applicants must have at least 3 years of work experience and must be employed at the time of the enrolment.
- Applicants must obtain a no-objection certificate from their employer.

Applicants will be required to provide a written commitment to fulfill all the requirements of the programme including attendance and leave from the parent organization as and when required (such as during the examinations).





TEACHING and LEARNING SCHEDULE

The academic semester for 2023 will start in the last week of July and end in the 1st week of December.

First year

In the first year of enrolment, only 6 modules will be offered, with 3 in each semester. The following table shows the schedule of classes in the first 2 semesters:

Per semester	Mon-Fri	Sat	Total hrs/week	Total hrs/Semester
No. of teaching/contact hours for 3 modules	6 - 8 PM (10 hrs/week)	2 PM - 4 PM (2 hrs)	12	12 hrs x 16 weeks = 192 hrs/semester

Note: Saturdays will also be open for CE candidates to meet their tutors and use the College resources.

Second year onwards

There will be 4 modules offered from the third semester onwards with the following teaching schedule:

Per semester	Mon-Fri	Sat	Total hrs/week	Total hrs/Semester
No. of teaching/contact hours for 4 modules	6 - 8 PM (10 hrs/week)	2 - 8 pm (6 hrs)	16	16 hrs x 16 weeks = 256 hrs/semester

FEE STRUCTURE

The fees are inclusive of all charges such as establishment and capitation fees, registration fees, affiliation fees, normal exam fees, IT/laboratory/library fees, student activities and development fees, books & handouts, etc. However, they do not include personal costs such as stationery, supplies, printing, fees for supplementary exams, and repeats.

Tuition Charges/ Semester (Nu.)	1st year (3 Modules/Semester)	2nd year onwards (4 Modules/Semester)
	26,700	35,600
Note: All students should expect annual fee increases on the order of 3-6% p.a.		

A one-time refundable security deposit of Nu. 5,000 will be charged and refunded to students upon their departure from the College if there are no outstanding payments.

COMMITMENT REQUIRED

The CE programme at RTC is well-suited for highly motivated individuals with good time management skills and a desire to put in the hard work required to complete a full University degree over four years. Students will be expected to meet the RUB requirements fully equivalent to those for regular day students while maintaining this balance. Typically, the time commitment required may come to 12-16 hours/week spent outside of class on individual study and completing coursework assignments. Strong motivation and commitment will be key to successfully completing the four-year programme.



LEARNERS' SUPPORT

The College is committed to providing students with a stimulating and enjoyable experience that promotes individual growth, leadership skills, and character development as well as academic achievement. Value-added services such as tutoring, career development, and personal counseling are also provided as an integral part of the programme.

Students will have access to the IT labs and the library before and after their classes. They will also be encouraged to use the Virtual Learning Environment (VLE) developed specifically for their needs from anywhere on-campus or off-campus. Students can access reading materials as well as interact with their tutors using the VLE. Faculty advisors will be available for consultations on all academic matters. Coursebooks and required readings will be provided in hardcopy or digital format.

COLLEGE FACILITIES INCLUDES:

- Wi-Fi coverage over the entire campus around the clock
- Fully equipped IT labs with high-speed internet connections
- A well-stocked library
- On-campus infirmary and health services
- Excellent sporting facilities
- Cafeteria and dining facilities
- Counseling services
- On-campus convenience store
- City bus service between RTC and Thimphu (on a fee-paying basis)
- ATM services



"RTC has provided me with an opportunity to learn more. My four years of continuing education at RTC has so far been my greatest investment."

- Ugyen Chorten, Graduate of 2022
- 21st position in PGDFM Category, BCSE 2022



"The CE programme at RTC not only helped me realize my dreams but also provided me with opportunities which were limited to me due to my qualification before."

- Tashi Gyeltshen, Graduate of 2021
- 5th position in PGDFM Category, BCSE 2021



"RTC has given me the opportunity to excel in educational advancements. I even earned my master's degree while being employed at RTC. Take small steps at a time to create a vast difference in your life."

- Namgay Dema, Graduate of 2017
- International Relations Officer, Royal Thimphu College



"RTC has created platforms for students to continue their education. It is an institution where we can regain lost opportunities."

- Kencho Lhamo, Graduate of 2017
- Labour Officer, Ministry of Industry, Commerce and Employment



APPLY NOW

Admissions open on a rolling basis.

- Application guidelines are available on the RTC website at www.rtc.bt
- Apply online by completing the online form available at admission.rtc.bt
For any further queries on admissions, please send us an email at admission@rtc.bt or call us at **351801/02**

P.O Box 1122

Ngabiphu, Thimphu

PABX: (975) 02-351801/351802/351808

Website  www.rtc.bt

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