

## HONOUR ROLL



*"It was an honour to have graduated from RTC. It helped me learn to strive for excellence and to pursue my dreams."*

- Kinzang Thinley, RCSE 2017 - Topper in ICT Category

*"RTC is a place where one can get equipped with the greatest knowledge irrespective of any age."*

- Tshering Dorji, RCSE 2017 - 4th position in PGDPA Category



Graduating class of 2017 : First Cohort of Continuing Education Programmes

## APPLY NOW

Admissions will be made on a rolling basis starting from March 2018.

- Application guidelines are available on the RTC website at [www.rtc.bt](http://www.rtc.bt)
- Apply online: Complete the online form available at [ww.rtc.bt](http://ww.rtc.bt)
- Apply in person: Visit the Admissions Office at our campus in Ngabiphu.

For any further queries on admissions, please send us an email at [admission@rtc.bt](mailto:admission@rtc.bt) or [info@rtc.bt](mailto:info@rtc.bt) or call us at **351801/02**

P.O Box 1122

Ngabiphu, Thimphu

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

Website  [www.rtc.bt](http://www.rtc.bt)

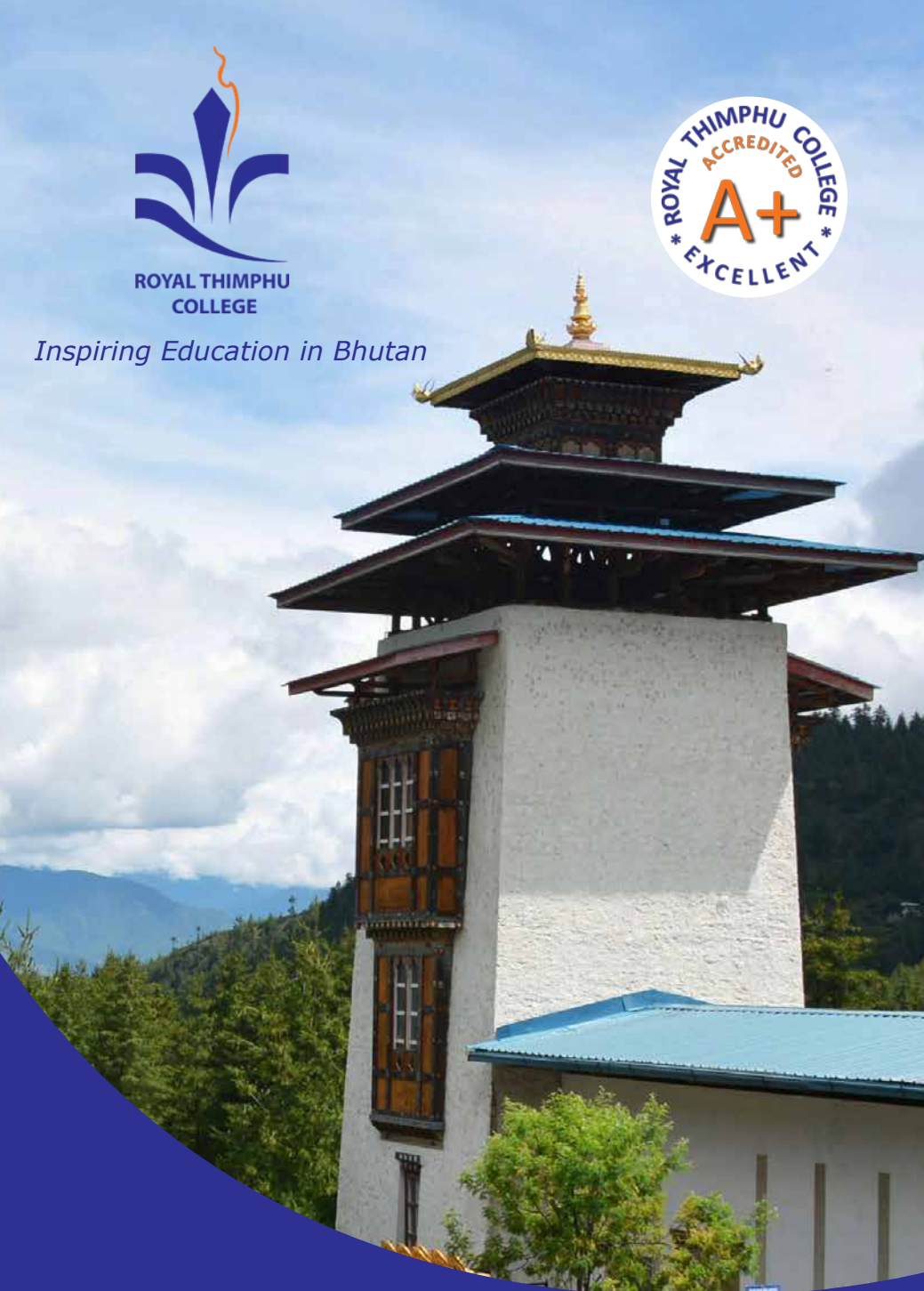
Visit us on Facebook  [fb.com/RoyalThimphuCollege](https://www.facebook.com/RoyalThimphuCollege)

**Come and discover your best, do your best and live your best!**



ROYAL THIMPHU  
COLLEGE

*Inspiring Education in Bhutan*



Royal  
Thimphu College  
Ngabiphu, Thimphu

CONTINUING EDUCATION (CE)  
PROGRAMME 2018

[www.rtc.bt](http://www.rtc.bt)

## INTRODUCTION

The Royal Thimphu College (RTC) was opened in 2009 and offers degree programmes under the auspices of the Royal University of Bhutan (RUB). The college has an enrolment of 900-plus regular full-time students and 200-plus CE students served by approx 150 faculty and staff hailing from 8 countries. RTC is Bhutan's first private college and aims to provide an international quality education at affordable rates. With approval 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. Unlike the regular day-time RTC students who graduate in 3 years, CE students will take only 3 modules per semester in the first two semesters, and 4 per semester in the subsequent semesters. With this reduced workload per semester, a minimum of 4 years will be required to graduate from the CE programme.



An Aerial View of the College Campus





## PROGRAMMES OFFERED

For the 2018-2019 academic year, the following programmes will be offered:

- Business : Bachelor of Business Administration (BBA) and Bachelor of Commerce (BCom)
- Bachelor of Arts in English Studies
- Bachelor of Computer Applications (BCA)

It may be noted that the minimum cohort size to launch a programme is 20 candidates for each programme.

## ELIGIBILITY CRITERIA

Admission will only 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 in best 4 subjects including English as indicated on the college website ([www.rtc.bt](http://www.rtc.bt)).

In addition to this, the additional programme specific criteria are:

Programme	Criteria
Business (BBA & B.Com)	For Commerce students: Pass in Commerce stream in class XII
	For Science & Arts Students: Pass in B.Maths/Maths
BCA	Pass in B.Maths/Maths
BA in English Studies	55% in English



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 application.
- Applicants must obtain a no objection certificate from their employer.

In addition, 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 & LEARNING SCHEDULE

The academic semester for 2018 will start from the last week of July 2018 and end in the 1st week of December 2018. Subsequent semesters will follow the academic calendar similar to that of the day-time students.

As per RUB requirements, and in order to ensure equivalence with regular students, CE candidates will have 60 contact hours (lecture and tutorials) per module per semester. There will be 3 modules/semester in the first year, and 4 modules/semester thereafter. This reduced workload in the first year is expected to help ease the CE students' transition to the new daily routine, as well as help them cope with the rigors of college-level academic work. By the second year, once students are accustomed to the requirements and challenges, there will be 4 modules/semester.

## 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 per 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 per week)	2 - 6:30 pm (4.5 hrs)	14.5	14.5 hrs x 16 weeks = 232 hrs/semester

## LEARNERS' SUPPORT

CE 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. Students will also have faculty advisors for consultations on all academic matters. Unlike regular students, CE students will be provided with course textbooks and required handouts.

## OTHER FACILITIES

The college has very well developed IT services with campus-wide wi-fi coverage and 5 IT labs with high speed internet connectivity. Students can also eat meals from the college dining hall and canteen. The college also provisions city bus service between RTC and Thimphu (on a fee paying basis).

## 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-time University degree over four years. CE students typically have to balance their professional duties, their personal commitments (such as family), and their academics. CE 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 to excel in a CE course is approximately one hour of out-of-class time for every hour spent in-class, which may come to 12-16 hours/week spent on individual study and completing coursework assignments. Strong motivation and commitment will be key to successfully completing the four-year programme.