

**EXAMINATION TIMETABLE
 CERTIFICATE IN SECRETARIAL AND OFFICE MANAGEMENT PROGRAMME
 SERIES: JULY/AUGUST 2025**



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	INTRODUCTION TO COMPUTERS - THEORY	755.5	14:00 – 17:00 HOURS
WEDNESDAY 06/08/2025	INTRODUCTION TO COMPUTERS – PRACTICAL	755.5	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	ENTREPRENEURSHIP	755.7	09:00 – 12:00 HRS	COMMUNICATION SKILLS	755.4	14:00 – 17:00 HOURS
FRIDAY 08/08/2025	FREE	FREE	FREE	PRINCIPLES OF ACCOUNTS	755.6	14:00 – 17:00 HOURS
MONDAY 11/08/2025	OFFICE MANAGEMENT	755.3	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	PRODUCTION TYPEWRITING STAGE I – 35 WPM	755.2	09:00 – 12:00 HRS	FREE	FREE	FREE

WEDNESDAY 13/08/2025	PRODUCTION TYPEWRITING STAGE II – 45 WPM	755.1	09:00 – 12:00 HRS	FREE	FREE	FREE
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Technical Education, Vocational and
 Entrepreneurship Training Authority
 TEVETA
 Director Assessments and Certification
 P/B RW16X,
 LUSAKA

21 JUL 2025

EXAMINATION TIMETABLE

CERTIFICATE IN ADVANCED SECRETARIAL AND OFFICE MANAGEMENT PROGRAMME

SERIES: JULY/AUGUST 2025 YEAR I



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	INTRODUCTION TO COMPUTERS - THEORY	758.14	14:00 – 17:00 HOURS
WEDNESDAY 06/08/2025	INTRODUCTION TO COMPUTERS – PRACTICAL	758.14	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	ENTREPRENEURSHIP	758.16	09:00 – 12:00 HRS	COMMUNICATION SKILLS	758.13	14:00 – 17:00 HOURS
FRIDAY 08/08/2025	FREE	FREE	FREE	PRINCIPLES OF ACCOUNTS	758.15	14:00 – 17:00 HOURS
MONDAY 11/08/2025	OFFICE MANAGEMENT	758.12	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	PRODUCTION TYPEWRITING STAGE I – 35 WPM	758.1	09:00 – 12:00 HRS	FREE	FREE	FREE

WEDNESDAY 13/08/2025	PRODUCTION TYPEWRITING STAGE II – 45 WPM	758.11	09:00 – 12:00 HRS	FREE	FREE	FREE
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Entrepreneurship Training Authority
 TEVETA
 Director Assessments and Certification
 P/B RW16X,
 USAKA
21 JUL 2025



EXAMINATION TIMETABLE
CERTIFICATE IN ADVANCED SECRETARIAL AND OFFICE MANAGEMENT PROGRAMME
SERIES: JULY/AUGUST 2025 YEAR II



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FOUNDATIONS OF MANAGEMENT	758.24	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
THURSDAY 07/08/2025	WORD PROCESSING	758.23	09:00 – 12:00 HOURS	FREE		FREE
FRIDAY 08/08/2025	TYPEWRITING STAGE III 55 WPM	758.2	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	TYPEWRITING STAGE IV 65 WPM	758.21	09:00 – 12:00 HRS	FREE	FREE	FREE
TUESDAY 12/08/2025	SHORTHAND SPEED 80 WPM	758.25	09:00 – 09:45 HRS	FREE	FREE	FREE
		758.27				



	SHORTHAND SPEED 100 WPM		11:00 – 11:45 HRS			
WEDNESDAY 13/08/2025	SHORTHAND SPEED 90 WPM SHORTHAND SPEED 110 WPM	758.26 758.28	09:00 – 09:45 HRS 11:00 – 11:45 HRS	FREE	FREE	FREE
THURSDAY 14/08/2025	SHORTHAND SPEED 120 WPM	758.29	09:00 – 09:45 HRS	FREE	FREE	FREE

Technical Education, Vocational and Entrepreneurship Training Authority
TEVETA
 Entrepreneurship Training Authority
 Director Assessments and Certification
 P/8 RW/16X,
 LUSAKA
21 JUL 2025



EXAMINATION TIMETABLE
DIPLOMA IN SECRETARIAL AND OFFICE MANAGEMENT PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR III



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	HUMAN RESOURCE MANAGEMENT	760.1	14:00 – 17:00 HRS
WEDNESDAY 06/08/2025	ORGANISATIONAL BEHAVIOUR	760.14	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FINANCIAL ACCOUNTING	760.11	09:00 – 12:00 HOURS	FREE	FREE	FREE
FRIDAY 08/08/2025	BUSINESS LAW	760.12	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	ECONOMICS	760.13	09:00 – 12:00 HOURS	FREE	FREE	FREE



EXAMINATION TIMETABLE
CERTIFICATE IN WILDLIFE SAFARI WALKING GUIDE
SERIES: JULY/AUGUST 2025



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	NATURA HISTORY	962.9	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	GEOGRAPHY & GEOLOGY	962.11	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	WALKING SKILLS (THEORY)	962.13	14:00 – 17:00 HOURS
MONDAY 11/08/2025	WALKING SKILLS (PRACTICAL)	962.14	09:00 – 12:00 HRS	WALKING SKILLS (PRACTICAL)	962.14	14:00 – 17:00 HOURS
To 15/08/2025 (5 Days)	NOTE: Two (2) Candidates per day					



EXAMINATION TIME TABLE
CERTIFICATE IN WILDLIFE SAFARI CANOE GUIDE
SERIES: JULY/AUGUST 2025

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
WEDNESDAY 06/08/2025	GEOGRAPHY & GEOLOGY	961.11	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	CANOE SKILLS (THEORY)	961.12	14:00 – 17:00 HOURS
MONDAY 11/08/2025 To 13/08/2025 (3 Days)	CANOE SKILLS (PRACTICAL) NOTE: Two (2) Candidates per day	961.13	09:00 – 12:00 HRS	CANOE SKILLS (PRACTICAL)	961.13	14:00 – 17:00 HOURS



EXAMINATION TIMETABLE

**CERTIFICATE IN FOOD PRODUCTION PROGRAMME
 SERIES: JULY/AUGUST 2025**



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	PRINCIPLES OF FOOD PRODUCTION I	47.8	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	PRINCIPLES OF FOOD PRODUCTION II	47.4	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	HOTEL LAW	47.5	09:00 – 12:00 HRS	FREE	FREE	FREE
FRIDAY 08/08/2025	FOOD COSTING AND CONTROL	47.8	09:00 – 12:00 HRS	FREE	FREE	FREE

EXAMINATION TIMETABLE
DIPLOMA IN BUSINESS ADMINISTRATION PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR I



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	BUSINESS ACCOUNTING	32.2	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	BUSINESS MATHEMATICS	32.3	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	BUSINESS ADMINISTRATION	32.7	09:00 – 12:00 HRS	BUSINESS COMMUNICATION	32.1	14:00 – 17:00 HRS
FRIDAY 08/08/2025	BUSINESS LAW	32.4	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	ECONOMICS	32.	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	COMPUTER APPLICATION PACKAGES	32.6	09:00 – 12:00 HOURS		FREE	FREE



EXAMINATION TIMETABLE
DIPLOMA IN BUSINESS ADMINISTRATION PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR II

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	HUMAN RESOURCE MANAGEMENT	32.8	14:00 – 17:00 HRS
WEDNESDAY 06/08/2025	ORGANISATIONAL BEHAVIOUR	32.21	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	DECISION MAKING	32.22	14:00 – 17:00 HRS
FRIDAY 08/08/2025	PRINCIPLES OF MARKETING	32.9	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	MANAGEMENT ACCOUNTING	32.11	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	PRODUCTION AND PRODUCTION MANAGEMENT	32.23	09:00 – 12:00 HOURS	FREE	FREE	FREE



**EXAMINATION TIME TABLE
 DIPLOMA IN BUSINESS ADMINISTRATION PROGRAMME
 SERIES: JULY/AUGUST 2025
 YEAR III**

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	MANAGEMENT INFORMATION SYSTEMS	32.13	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	INTERNATIONAL BUSINESS	32.16	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	ENTREPRENEURSHIP	32.12	09:00 – 12:00 HRS	FREE	FREE	FREE
FRIDAY 08/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
MONDAY 11/08/2025	RESEARCH METHODS	32.17	09:00 – 12:00 HOURS	FREE	FREE	FREE





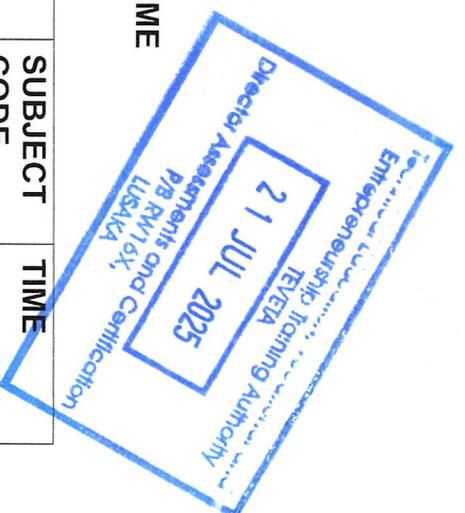
EXAMINATION TIMETABLE
CERTIFICATE IN LIBRARY AND INFORMATION SCIENCE PROGRAMME
SERIES: JULY/AUGUST 2025



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	INTRODUCTION TO LIBRARY & INFORMATION SCIENCE	160.11	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	RECORDS AND ARCHIVAL MANAGEMENT	160.15	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	COMMUNICATION SKILLS	160.19	14:00 – 17:00 HOURS
FRIDAY 08/08/2025	LIBRARY ROUTINES	160.12	09:00 – 12:00 HRS	FREE	FREE	FREE
MONDAY 11/08/2025	REFERENCE AND BIBLIOGRAPHY	160.14	09:00 – 12:00 HRS	ORGANIZATION AND ARRANGEMENT OF STOCK	160.13	14:00 – 17:00 HOURS
TUESDAY 12/08/2025	BASICS IN INFORMATION TECHNOLOGY	160.16	09:00 – 12:00 HRS	FREE	FREE	FREE

EXAMINATION TIMETABLE
DIPLOMA IN LIBRARY AND INFORMATION SCIENCE PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR I

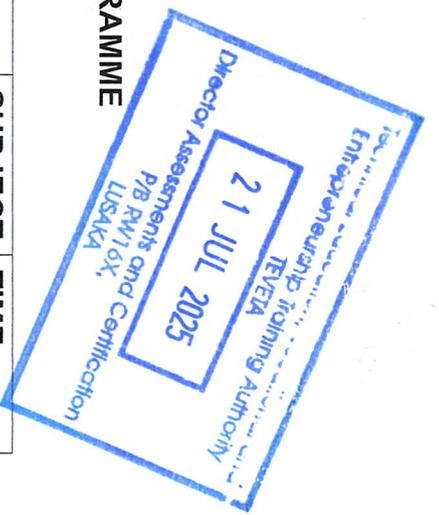
DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	LIBRARY AND INFORMATION SCIENCE	94.11	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	INFORMATION SOURCES AND SERVICES	94.14	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	COMMUNICATION & LITERATURE STUDIES	94.15	14:00 – 17:00 HRS
FRIDAY 08/08/2025	RECORDS & ARCHIVAL MANAGEMENT	94.16	09:00 – 12:00 HRS	FREE	FREE	FREE
MONDAY 11/08/2025	SOCIOLOGY OF INFORMATION SCIENCE	94.12	09:00 – 12:00 HRS	FREE	FREE	FREE
MONDAY 12/08/2025	INFORMATION RESOURCE MANAGEMENT	94.13	MONDAY 11/08/2025	FREE	FREE	FREE



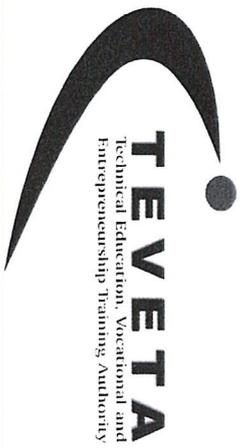


EXAMINATION TIMETABLE

**DIPLOMA IN CHILD AND ADOLESCENT MENTAL HEALTH PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR I**



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	FREE	FREE	09:00 – 12:00 HRS	CHILDREN AND ADOLESCENTS' HUMAN RIGHTS AND LAW	980.2	14:00 – 17:00 HRS
THURSDAY 07/08/2025	FREE	FREE	FREE	COMMUNICATION SKILLS	980.6	14:00 – 17:00 HRS
FRIDAY 08/08/2025	INTRODUCTION TO COMPUTERS	980.5	09:00 – 12:00 HRS	FREE	FREE	FREE



MONDAY 11/08/2025	FREE	FREE	FREE	FREE	FREE	FREE	FREE
TUESDAY 12/08/2025	FREE	FREE	FREE	COMMUNITY MENTAL HEALTH	980.4	14:00 – 17:00 HRS	FREE
WEDNESDAY 13/08/2025	FUNDAMENTALS OF CHILD AND ADOLESCENT MENTAL HEALTH	980.1	09:00 – 12:00 HRS	FREE	FREE	FREE	FREE
THURSDAY 14/08/2025	FREE	FREE	FREE	FOUNDATIONS OF CHILD AND ADOLESCENT	980.3	14:00 – 17:00 HRS	FREE



EXAMINATION TIMETABLE
DIPLOMA IN CHILD AND ADOLESCENT MENTAL HEALTH PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR II

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> Orientation of candidates on examination guidelines Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
WEDNESDAY 06/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
THURSDAY 07/08/2025	ENTREPRENEURSHIP	980.26	09:00 – 12:00 HRS	FREE	FREE	FREE
FRIDAY 08/08/2025	SOCIOLOGICAL THEORIES OF CHILDREN AND ADOLESCENT DEVELOPMENT	980.22	09:00 – 12:00 HRS	CULTURE, RELIGION AND MENTAL HEALTH	980.25	14:00 – 17:00 HOURS
MONDAY 11/08/2025	PSYCHO-SOCIAL SUPPORT	980.24	09:00 – 12:00 HRS	FREE	FREE	FREE



EXAMINATION TIMETABLE
DIPLOMA IN CHILD AND ADOLESCENT MENTAL HEALTH PROGRAMME
SERIES: JULY/AUGUST 2025
YEAR III

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> Orientation of candidates on examination guidelines Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	MANAGEMENT AND ORGANISATION	980.34	09:00 – 12:00 HRS	THE ROLE OF PLAY IN MENTAL WELL BEING AND DEVELOPMENT	980.32	FREE
WEDNESDAY 06/08/2025	MENTAL HEALTH ASSESSMENT AND REHABILITATION OF CHILDREN AND ADOLESCENTS	980.31	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	FREE	FREE	FREE
FRIDAY 08/08/2025	FREE	FREE	FREE	BEHAVIOUR CHANGE AND LIFE SKILLS	980.36	14:00 – 17:00 HOURS
MONDAY 11/08/2025	RESEARCH METHODS	980.33	09:00 – 12:00 HRS	FREE	FREE	FREE



TUESDAY 12/08/2025	FREE	FREE	FREE	FREE	FREE	FREE	FREE
WEDNESDAY 13/08/2025	FREE	FREE	FREE	FREE	FREE	FREE	FREE
THURSDAY 14/08/2025	GENDER ISSUES IN CHILD AND ADOLESCENT MENTAL HEALTH CARE	980.35	09:00 – 12:00 HRS	FREE	FREE	FREE	FREE



EXAMINATION TIMETABLE
DIPLOMA IN HUMAN RESOURCE MANAGEMENT
SERIES: JULY/AUGUST 2025
YEAR I



DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	HUMAN RESOURCE MANAGEMENT I	27.1	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	BUSINESS MATHEMATICS	27.4	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025	FREE	FREE	FREE	BUSINESS COMMUNICATION	27.2	14:00 – 17:00 HRS
FRIDAY 08/08/2025	BUSINESS LAW	27.6	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	EMPLOYEE RELATIONS & EMPLOYMENT	27.3	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	COMPUTER APPLICATION PACKAGES	27.5	09:00 – 12:00 HOURS	FREE	FREE	FREE



EXAMINATION TIMETABLE
DIPLOMA IN HUMAN RESOURCE MANAGEMENT
SERIES: JULY/AUGUST 2025
YEAR II

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	BUSINESS ACCOUNTING	27.24	09:00 – 12:00 HRS			
WEDNESDAY 06/08/2025	ORGANISATIONAL BEHAVIOUR	27.26	09:00 – 12:00 HRS	FREE	FREE	FREE
THURSDAY 07/08/2025				HUMAN RESOURCE MANAGEMENT II	27.21	14:00 – 17:00 HRS
FRIDAY 08/08/2025	MANAGEMENT PRINCIPLES	27.25	09:00 – 12:00 HOURS	FREE	FREE	FREE
MONDAY 11/08/2025	ECONOMICS	27.23	09:00 – 12:00 HOURS	FREE	FREE	FREE
TUESDAY 12/08/2025	EMPLOYEE RELATIONS	27.22	09:00 – 12:00 HOURS	FREE	FREE	FREE



EXAMINATION TIME TABLE
DIPLOMA IN HUMAN RESOURCE MANAGEMENT
SERIES: JULY/AUGUST 2025
YEAR III

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 01/08/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
TUESDAY 05/08/2025	HUMAN RESOURCE DEVELOPMENT	27.16	09:00 – 12:00 HRS	FREE	FREE	FREE
WEDNESDAY 06/08/2025	FREE	FREE	FREE	HUMAN RESOURCE PLANNING	27.7	14:00 – 17:00 HOURS
THURSDAY 07/08/2025	ENTREPRENEURSHIP	27.11	09:00 – 12:00 HRS	FREE	FREE	FREE
FRIDAY 08/08/2025	EMPLOYMENT LAW	27.8	09:00 – 12:00 HRS	FREE	FREE	FREE
MONDAY 11/08/2025	STRATEGIC HUMAN RESOURCE MANAGEMENT	27.9	09:00 – 12:00 HRS	FREE	FREE	FREE

Technical Education, Vocational and
 Entrepreneurship Training Authority
 Director Assessments and Certification
 21 JUL 2025
 P/B RW15X
 LUSAKA

EXAMINATION TIMETABLE
DIPLOMA IN CREATIVE DIGITAL MEDIA
SERIES: JULY/AUGUST 2025
YEAR I

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 18/07/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
MONDAY 21/07/2025 to 23/07/2025	3D MODELLING & ANIMATION I (PRACTICAL) 3 DAYS	751.11	09:00 – 12:00 HRS	3D MODELLING & ANIMATION I (PRACTICAL)	751.11	14:00 – 17:00 HRS
WEDNESDAY 24/07/2025 To 25/07/2025	DESIGN SKILLS FOR DIGITAL MEDIA (PRACTICAL) 2 DAYS	751.12	09:00 – 12:00 HRS	DESIGN SKILLS FOR DIGITAL MEDIA (PRACTICAL)	751.12	14:00 – 17:00 HRS
MONDAY 28/07/2025 To 29/07/2025	IMAGE PROCESSING (PRACTICAL) 2 DAYS	751.13	09:00 – 12:00 HRS	IMAGE PROCESSING (PRACTICAL)	751.13	14:00 – 17:00 HRS





Technical Education, Vocational and
 Entrepreneurship Training Authority
 TEVETA
21 JUL 2025
 Director Assessments and
 Quality Assurance
 Division

TUESDAY 30/07/2025 To 31/07/2025	MULTIMEDIA AUTHORING (PRACTICAL) 2 DAYS	751.14	09:00 – 12:00 HRS	MULTIMEDIA AUTHORING (PRACTICAL)	751.14	14:00 – 17:00 HRS
TUESDAY 05/08/2025	INTRODUCTION TO COMPUTERS	751.18	09:00 – 12:00 HRS		FREE	FREE
WEDNESDAY 06/08/2025	FREE	FREE	FREE	PROJECT PLANNING AND MANAGEMENT	751.16	14:00 – 17:00 HOURS
THURSDAY 07/08/2025	FREE	FREE	FREE	COMMUNICATION SKILLS	751.17	14:00 – 17:00 HOURS
FRIDAY 08/08/2025	WEB AUTHORING (THEORY)	751.15	09:00 – 12:00 HRS	FREE	FREE	FREE
MONDAY 11/08/2025 To 12/08/2025	WEB AUTHORING (PRACTICAL) 2 DAYS	751.15	09:00 – 12:00 HRS	WEB AUTHORING (PRACTICAL)	751.15	14:00 – 17:00 HRS



EXAMINATION TIMETABLE
DIPLOMA IN CREATIVE DIGITAL MEDIA
SERIES: JULY/AUGUST 2025
YEAR III

DAY/DATE	MORNING SESSION	SUBJECT CODE	TIME	AFTERNOON SESSION	SUBJECT CODE	TIME
FRIDAY 18/07/2025	<ul style="list-style-type: none"> ▪ Orientation of candidates on examination guidelines ▪ Orientation and signing of oaths of secrecy by all invigilators 		09:00 – 12:00 HRS	Signing of candidate examination malpractice declaration statement(form)		14:00 – 17:00 HOURS
MONDAY 21/07/2025 to 25/07/2025 and 28/07/2025	SERVER-SIDE WEB AUTHORING (PRACTICAL) 6 DAYS	751.33	09:00 – 12:00 HRS	SERVER-SIDE WEB AUTHORING (PRACTICAL)	751.33	14:00 – 17:00 HRS



