



LCCI Post Results Services Application for Diplomas

Full Name in BLOCK Letters	
LCCI Candidate Number	
Passport / NRIC Number	
Complete Address (Block #, Unit # and Postal Code)	
Home No. or Mobile No.	
Email Address	

Diploma Title				
Diploma Code				
Subject and Level	Subject Code	Results	Date of Examination	Verified (for official use only)

Instructions on completing this form:

1. The administrative fee for this request is **\$125.00** (GST inclusive) per Diploma
2. Complete the highlighted fields and indicate in the overleaf the award being claimed. Incomplete applications will not be accepted
3. Enclose the photocopies of the relevant certificates. **DO NOT** submit the original documents.
4. Diploma applications must be made by **31 December 2023**. Any application submitted after the deadline will not be accepted.
5. The processing time is approximately two months from the date of receipt of the documents.
6. Submit your documents:

In person: Submit the completed form in person at the British Council - **Napier Road Office**. The administrative fee must be paid upon application (by NETS / CREDIT CARD).

Candidate's Signature:

Date:

Official Use (Register under "School Exams") Board Code: <u>LCCI-PRS</u> Subject Code: <u>APPDIP</u> Administrator's Initial:	Sequence Number: <div style="text-align: center; font-weight: bold; font-size: 1.2em;">C</div>	Receipt Number: <div style="text-align: center; font-weight: bold; font-size: 1.2em;">E</div>
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LCCI Learners must claim their eligible diploma by 31 December 2023.

Please tick ✓ box to indicate award being claimed

Financial and Quantitative Diplomas

	Title	Code	Qualification Combinations	Total no. of quals required
<input type="checkbox"/>	Level 2 Diploma in Bookkeeping and Accounting	DIPBK2	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Bookkeeping and Accounting (VRQ) Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 2 Award in Computerised Bookkeeping (VRQ) Pearson LCCI Level 2 Certificate in Cost Accounting (VRQ) or Pearson LCCI Level 2 Certificate in Cost Accounting Pearson LCCI Level 2 Certificate in Business Statistics Pearson LCCI Level 2 Certificate in Business Calculations 	3
<input type="checkbox"/>	Level 3 Diploma in Accounting and Finance	DIPAF13	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Financial Accounting (VRQ) Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Business Statistics Pearson LCCI Level 3 Certificate in Advanced Business Calculations Pearson LCCI Level 3 Award in Computerised Accounting Skills Pearson LCCI Level 2 Award in Computerised Bookkeeping (VRQ)** 	3
<input type="checkbox"/>	Level 3 Diploma in Computerised Accounting*	DIPCOMACC11	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Award in Computerised Accounting Skills Pearson LCCI Level 3 Certificate in Accounting (VRQ) Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Advanced Business Calculations Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Pearson LCCI Level 3 Certificate in Business Statistics 	3
<input type="checkbox"/>	Level 3 Group Diploma in Accounting	DIPGACC3	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Accounting (VRQ) Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Pearson LCCI Level 3 Certificate in Business Statistics Pearson LCCI Level 3 Certificate in Advanced Business Calculations Pearson LCCI Level 3 Award in Computerised Accounting Skills Pearson LCCI Level 2 Award in Computerised Bookkeeping (VRQ)** 	3
<input type="checkbox"/>	Level 3 Group Diploma in Cost and Management Accounting	DIPGCMA3	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Financial Accounting (VRQ) Pearson LCCI Level 3 Certificate in Business Statistics Pearson LCCI Level 3 Certificate in Advanced Business Calculations Pearson LCCI Level 3 Award in Computerised Accounting Skills Pearson LCCI Level 2 Award in Computerised Bookkeeping (VRQ)** 	3

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Financial and Quantitative Diplomas (cont.)

Title	Code	Qualification Combinations	Total no. of quals required
<input data-bbox="132 577 156 611" type="checkbox"/> Level 4 Diploma in Accounting and Finance***	DIPAF14	Core subjects (three subjects only) <ul style="list-style-type: none"> • Pearson LCCI Level 4 Certificate in Financial Accounting (VRQ) • Pearson LCCI Level 4 Certificate in Management Accounting (VRQ) • Pearson LCCI Level 4 Certificate in Organisational Behaviour & Performance (VRQ) No optional subjects to choose from. All core subjects must be completed.	3

*The core component for this Diploma - Pearson LCCI Level 3 Award in Computerised Accounting Skills expired on 31 December 2021. Diploma only available for candidates to claim up to 31 December 2023.

**Due to the Pearson LCCI Level 3 Award in Computerised Accounting Skills having expired on 31 December 2021, the Pearson LCCI Level 2 Award in Computerised Bookkeeping (VRQ) has been added as an optional subject for these Diplomas.

***This diploma has core subjects that have been withdrawn and had a final assessment date of June 2022.

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Business Diplomas and Advanced Diplomas

	Title	Code	Qualification Combinations	Total no. of quals required
<input type="checkbox"/>	Level 2 Diploma in Business	DIPBUS218	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Fundamentals Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Calculations Pearson LCCI Level 2 Certificate in Marketing Fundamentals Pearson LCCI Level 2 Certificate in Cost Accounting (VRQ) or Pearson LCCI Level 2 Certificate in Cost Accounting Pearson LCCI level 2 Certificate in Bookkeeping and Accounting (VRQ) Pearson LCCI Level 2 Certificate in Business Statistics 	3
<input type="checkbox"/>	Level 2 Advanced Diploma in Business	ADVDIPBUS218	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Fundamentals Optional subjects (choose three from the following) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Calculations Pearson LCCI Level 2 Certificate in Cost Accounting (VRQ) or Pearson LCCI Level 2 Certificate in Cost Accounting Pearson LCCI level 2 Certificate in Bookkeeping and Accounting (VRQ) Pearson LCCI Level 2 Certificate in Marketing Fundamentals Pearson LCCI Level 2 Certificate in Business Statistics 	4
<input type="checkbox"/>	Level 3 Diploma in Business	DIPBUS318	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Business Principles and Enterprise Pearson LCCI Level 3 Certificate in Advanced Business Calculations Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics Pearson LCCI Level 3 Certificate in Public Relations and Media Relations Pearson LCCI Level 3 Certificate in Customer Experience and Communications Pearson LCCI Level 3 Certificate in Sales and Account Management Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Pearson LCCI Level 3 Certificate in Accounting (VRQ) Pearson LCCI Level 3 Certificate in Business Statistics 	3
<input type="checkbox"/>	Level 3 Advanced Diploma in Business and Enterprise	ADVDIPBE318	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Business Principles and Enterprise Pearson LCCI Level 3 Certificate in Advanced Business Calculations Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics Pearson LCCI Level 3 Certificate in Public Relations and Media Relations Pearson LCCI Level 3 Certificate in Customer Experience and Communications Pearson LCCI Level 3 Certificate in Sales and Account Management Pearson LCCI Level 3 Certificate in Cost and Management Accounting (VRQ) or Pearson LCCI Level 3 Certificate in Cost and Management Accounting Pearson LCCI Level 3 Certificate in Accounting (VRQ) Pearson LCCI Level 3 Certificate in Business Statistics 	4

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Marketing Diplomas and Advanced Diplomas

	Title	Code	Qualification Combinations	Total no. of quals required
<input type="checkbox"/>	Level 2 Diploma in Marketing	DIPMKT218	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Marketing Fundamentals Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Fundamentals Pearson LCCI Level 2 Certificate in Business Calculations Pearson LCCI Level 2 Certificate in Business Statistics 	3
<input type="checkbox"/>	Level 2 Advanced Diploma in Marketing	ADVDPMKT218	Core subjects (three subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Marketing Fundamentals Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing Pearson LCCI Level 2 Certificate in Business Fundamentals Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 2 Certificate in Business Calculations Pearson LCCI Level 2 Certificate in Business Statistics 	4
<input type="checkbox"/>	Level 3 Diploma in Marketing	DIPMKT318	Core subjects (two subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Business Principles and Enterprise Optional subjects (choose one from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics Pearson LCCI Level 3 Certificate in Public Relations and Media Relations Pearson LCCI Level 3 Certificate in Customer Experience and Communications Pearson LCCI Level 3 Certificate in Sales and Account Management Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing 	3
<input type="checkbox"/>	Level 3 Diploma in Marketing Communications	DIPMKT318	Core subjects (three subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Public Relations and Media Relations Pearson LCCI Level 3 Certificate in Customer Experience and Communications No optional subjects to choose from. All core subjects must be completed.	3
<input type="checkbox"/>	Level 3 Diploma in Sales and Marketing	DIPSMKT318	Core subjects (three subjects only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Sales and Account Management Pearson LCCI Level 3 Certificate in Customer Experience and Communications No optional subjects to choose from. All core subjects must be completed.	3
<input type="checkbox"/>	Level 3 Diploma in Digital Marketing	DIPDMKT318	Core subject (one subject only) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics Optional subjects (choose two from the following) <ul style="list-style-type: none"> Pearson LCCI Level 3 Certificate in Modern Marketing Principles Pearson LCCI Level 3 Certificate in Customer Experience and Communications Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing 	3

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Marketing Diplomas and Advanced Diplomas (continued)

	Title	Code	Qualification Combinations	Total no. of quals required
<input type="checkbox"/>	Level 3 Advanced Diploma in Marketing	ADVDIPMKT318	Core subjects (two subjects only) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Modern Marketing Principles • Pearson LCCI Level 3 Certificate in Business Principles and Enterprise Optional subjects (choose two from the following) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics • Pearson LCCI Level 3 Certificate in Public Relations and Media Relations • Pearson LCCI Level 3 Certificate in Customer Experience and Communications • Pearson LCCI Level 3 Certificate in Sales and Account Management • Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing 	4
<input type="checkbox"/>	Level 3 Advanced Diploma in Sales and Marketing	ADVDIPSMKT318	Core subjects (three subjects only) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Modern Marketing Principles • Pearson LCCI Level 3 Certificate in Sales and Account Management • Pearson LCCI Level 3 Certificate in Customer Experience and Communications Optional subjects (choose one from the following) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Business Principles and Enterprise • Pearson LCCI Level 2 Certificate in Business Calculations 	4
<input type="checkbox"/>	Level 3 Advanced Diploma in Marketing Communications	ADVDIPMKT318	Core subjects (three subjects only) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Modern Marketing Principles • Pearson LCCI Level 3 Certificate in Public Relations and Media Relations • Pearson LCCI Level 3 Certificate in Customer Experience and Communications Optional subjects (choose one from the following) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics • Pearson LCCI Level 3 Certificate in Sales and Account Management • Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing 	4
<input type="checkbox"/>	Level 3 Advanced Diploma in Digital Marketing	ADVDIPDMKT318	Core subject (one subject only) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Digital Marketing and Analytics Optional subjects (choose three from the following) <ul style="list-style-type: none"> • Pearson LCCI Level 3 Certificate in Modern Marketing Principles • Pearson LCCI Level 3 Certificate in Customer Experience and Communications • Pearson LCCI Level 3 Certificate in Public Relations and Media Relations • Pearson LCCI Level 2 Certificate in Copywriting and Content for Marketing 	4