



# Royal Thimphu College

CONTINUING EDUCATION (CE) PROGRAMME 2024



## 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 2024-2025 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 30 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:

- Candidates should have three years of work experience and must be employed at the time of application for admission.

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





## TEACHING and LEARNING SCHEDULE

The academic semester for 2024 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	2nd, 3rd & 4th Year
	28,200	37,600
Note: Students should expect annual tuition fee increases in the order of 3 - 6% p.a. while other fee changes will be subject to market conditions		

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 counselling 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
- Counselling services
- On-campus convenience store
- City bus service between RTC and Thimphu (on a fee-paying basis)
- ATM services



*"Two years following my graduation, I earned a promotion to an officer level from the support staff role. This experience has reinforced my belief in the significance of education, emphasising the importance of continuous learning even during challenging times".*

- Yeshi Lhamo, Graduate of 2021  
- Trainee Analyst, Royal Monetary Authority of Bhutan



*"RTC not only imparts top-tier education but also boasts unmatched facilities. It is where students flourish, empowered by quality education and support by cutting-edge infrastructure for a transformative learning experience."*

- Phurba Gyeltshen, Graduate of 2022  
- 2nd position in PGDFM Category, BCSE 2024



*"RTC's CE programme has opened up a whole new world of learning and opportunities for high school students who have unconventional educational journeys like me. Thank you, RTC, for providing such an amazing learning platform."*

- Ugyen Lhamo, Graduate of 2017  
- Liaison Officer, Nikachhu Hydro Power Project



*"I am grateful to RTC for instituting the CE programme. Without RTC, numerous aspiring CE students, including myself, might have missed out on this valuable opportunity. As a proud alumni, I attribute my success to RTC."*

- Dorji Wangdi, Graduate of 2019  
- Assistant Land Registrar, National Land Commission Secretariat





## APPLY NOW

Admissions open on a rolling basis.

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

P.O Box 1122

Ngabiphu, Thimphu

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

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