

## Alignment Decision

<b>Alignment Request Profile</b>	
Alignment ID	AQ23-005
Organisation Name	Berlitz Corporation
Qualification Title	Berlitz Email and Business Writing
Qualification's Provider in Kingdom of Bahrain	Berlitz Training Centre
Aligned to NQF Level	5
NQF Credit	3
Qualification Sector	Vocational Education and Training
Regulatory Body of Provider in Bahrain	Ministry of Labour
Qualification Description	The programme comprises one unit and three NQF Credits. It can be undertaken either as a stand-alone programme or to supplement Berlitz Business English and English Essentials programmes. It focuses on fundamental vocabulary, expressions, and techniques needed for email and business writing. Upon completion of this programme, learners can use the appropriate language when written communication is required and will be able to request, provide, and summarise the information by email using Business English writing skills.
Delivery Mode	On Campus
Attendance Mode	Part-time

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Target learners	This programme targets learners who aim to develop the English language skills required to handle business written communication.
Other Qualifications Framework where the Qualification is placed on/aligned to	None
<b>Overall Alignment Judgement</b>  “Berlitz Email and Business Writing” owned by Berlitz Corporation and offered in the Kingdom of Bahrain meets all the Alignment Standards, and thus the Overall Judgement is: ‘Aligned to NQF Level 5’.	