

DIPLOMA IN HUMAN RESOURCES PRACTICE (CIPD)

CODE: TA_BPRPR_QD

1 year part time Duration 15 Weeks (Semester One, September 2107 to January 2018)

Who is this course for?

This diploma is designed for people who have successfully completed the CIPD foundation level certificate in human resource practice. The course is structured to progress the CIPD HR Profession Map membership criteria. It provides as such a more in-depth understanding of HR in a business context, and enables you to develop the knowledge and skills to further increase your contribution to the HR function.

The course should also be of interest to those who wish to do a suite of stand-alone modules.

Entry Requirements

Members of the CIPD who have completed either the CIPD Foundation Certificate in Human Resource Practice (or the previous CIPD Certificate in Personnel Practice*) and are working in the field of Human Resources and wish to develop their knowledge and skills; OR have the responsibility for Human Resources activities and decisions within an organisation without a specialist function.

Note: Recipients of the former Certificate in Personnel Practice (CIPD) will be obliged to undertake two additional units of study to complete the diploma. The units, **Effective Human Resource Practitioner and Human Resource Information Systems** which are timetabled on Monday evening during the Semester.

Course Timetable

The course runs 1 evening (Over 15 weeks) Wednesday 6.00 pm to 10.00 and one Saturday workshop

Who can apply?

This course is open to all eligible students

Course Summary

Assessments for the programme are designed to equip you with the ability to apply learning back in your organisation and in your work role.

Accordingly, assessment is by:

- Demonstrating practical skills
- Short work-based reports
- A self-assessment of your experience and contribution to the programme
- Evaluation, explanation and comparison case study exercises

There are 3 modules:

- Coaching Skills
- Mentoring Skills
- Change Management



Career Opportunities

Upon successful completion of the programme (and already a holder of the CIPD Foundation Certificate in Human Resource Practice), you will be awarded the CIPD Foundation Diploma in HR Practice. Acquiring the (CIPD) Foundation Diploma in Human Resource Practice Qualification, is therefore another significant step in achieving further recognition and advancement in your HR career.

For further information – course specific

Please Contact: eric.whitsell@it-tallaght.ie

For queries on the application process

Please contact LLL@it-tallaght.ie or phone the Lifelong Learning Team @ 01-4042101

How to Apply

Students apply directly to IT Tallaght

Please apply through www.it-tallaght.ie

Total cost of course is €400

Please Note

You will be required to pay a €100 application fee with your application. If you are not offered a place on the course your application fee will be refunded. If you are offered a place on the course your fee will be put towards you full course fees. If you do not accept the offered place you will forfeit the application fee.

The balance of fees due are as follows:

On acceptance of place – full fees must be paid

KEY DATES

INDUCTION	1 st /8 th September 2018
CLASSES BEGIN	19 th September 2018
CLASSES FINISH	18th January 2019
RESULTS	22 nd February 2019

Head Start Maths and Head Start Academic English:

- 26th May – 30th June 2018 &
- 11th August – 8th September 2018



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