

CERTIFICATE IN HUMAN RESOURCES PRACTICE (CIPD)

Chartered Institute of Personnel & Development (CIPD) Approved Programme

CODE: TA_BPRPR_QC

1 year part time

Who is this course for?

The qualification is aimed at those:

- New to HR or those aspiring to a career in the area;
- Working in HR in support roles who wish to further their career with a professional qualification;
- Line manager, supervisor or team leader roles who wish to develop their knowledge and skills.

Entry Requirements

Applicants must either work currently in a people management situation or have regular access to an organisation to undertake work-based assignments to successfully complete the programme. There are no formal educational requirements; however, it is essential that all candidates have competence in spoken and written English.

Course Timetable

The course runs one evening a week (6-10pm) over 2 semesters, and 2 Saturday workshops from September to May.

Who can apply?

This course is open to all eligible students.

Course Summary

You are assigned a personal tutor who provides advice and support throughout the programme. You will have access to a dedicated web-based site. You will have available core texts, reference materials and comprehensive notes to support you in your study.

Modules

Semester 1

- Effective Human Resource Practitioner
- Understanding Organisations & the Role of Human Resources
- Resourcing Talent

Semester 2

- Human Resource Information Systems
- Managing Employee Relations
- Performance & Reward Management

Assessment

Assessment activities for the programme are designed to equip you with the ability to apply learning back to 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 course
- Evaluation, explanation and comparison case study exercises



Accreditation: Upon successful completion of the programme, you will be awarded the CIPD Certificate in HR Practice. Completion of the Certificate gives you the knowledge and relevant experience to allow you to apply to CIPD for associate membership, with the designatory title: Assoc CIPD.

Career Opportunities

The Chartered Institute of Personnel & Development (CIPD) is the lead professional body in the advancement of human resource management practice.

Acquiring the CIPD Foundation Certificate in Human Resource Practice qualification is therefore a fundamental step in the recognition and emergence of your career in Human Resource Management.

How to Apply

Students apply directly to IT Tallaght

Please apply through www.it-tallaght.ie

Please apply as early as possible as places on the course are limited.

Total cost of course is €1180

A separate membership fee (currently stg£140, but subject to revision) must be paid directly to CIPD at the start of the course.

Please Note

You will be required to pay a €100 application fee with your application. If you are offered a place on the course your fee will be put towards your full course fees. The application fee is only refundable if the course does not run.

The balance of fees due are as follows:

On acceptance of place – full fees must be paid.

KEY DATES

CLASSES BEGIN 17 September 2018

CLASSES FINISH 20 May 2019

RESULTS June 2019

Head Start Maths and Head Start Academic English:

- 11 August – 8 September 2018

For further information – course specific

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

For queries on the application process

Please contact LLL@it-tallaght.ie

