

CIPD Foundation Diploma in Human Resource Practice (subject to CIPD approval)

Named Award:	CIPD Foundation Level Diploma in HR Practice NFQ Level 6
Duration:	1 Semester (12 weeks)
Timetable:	1 evening per week
Commences:	February 2011

About the Course

The programme is an exclusive route to the new CIPD Foundation Level Diploma in HR Practice for people who have successfully completed the CIPD Certificate in Personnel Practice (CPP).

It is designed to reflect the CIPD HR Profession Map and the new professional membership criteria. It provides a more in-depth understanding of HR in the business context, and enables you to develop the knowledge and skills to further increase your contribution to the HR function.

Having successfully completing the CIPD Certificate in Personnel Practice, you are granted a number of exemptions to the units of the full CIPD Foundation Level Diploma in HR Practice, making topping-up to this qualification both time and cost effective.

Who the programme is intended for?

This route to the CIPD Foundation Level Diploma in HR Practice is exclusively for those who are members of the CIPD and have completed the CIPD Certificate in Personnel Practice since 2002, 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

We recognise that students who have successfully completed the CIPD Certificate in Personnel Practice have a firm foundation in HR and have already acquired a wide range of relevant and practical skills from their learning.

The top-up to the CIPD Foundation Level Diploma in HR Practice provides a more in-depth understanding of HR in the business context, professional development and organisational change, and enables you to develop the knowledge and skills to further increase your contribution to the HR function.

Programme Content/Timetable

Monday 18:00-22:00

Effective Human Resource practitioner
Human Resource information Systems
Change management

Assessment

Assessment activities 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:

- reports and plans
- short assignments
- a self-assessment
- evaluation, explanation and comparison exercises

Supporting your studies

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.

Entry Requirements

Applicants must have successfully completed the CIPD Certificate in Personnel Practice (CPP).

How To Apply

Forms are available to download from www.ittdublin.ie and are also available on request directly from the Institute by contacting the Department of Lifelong Learning.

Tel: +353 1 404-2101 or by emailing lifelonglearning@ittdublin.ie

Further information

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More Information

Department of Lifelong Learning

Tel +353 1 404 2101

Email: lifelonglearning@ittdublin.ie

Programme Fee

€580 inclusive of ITT Dublin registration fee

CIPD Fees

As this is a professional qualification, fees are also payable to the CIPD. Arrangements for registration will be made once you start the course. More information is available from www.cipd.ie.