



Meeting the professional development needs of your organisation

Duration: 1 year (part time)

Attendance: 4 to 8 pm every Tuesday, but can be delivered from 6 to 8 pm every Tuesday and Wednesday instead provided sufficient number of people apply for this option.

Contact Details

FBSE

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CIPD - Certificate in Human Resource Practice

Course overview

This flexible course will cater for you if you want a career in human resource management, if you are a manager/supervisor wishing to enhance your people-management skills, or if you are looking for new skills and knowledge to increase your effectiveness at work.

The Certificate in Human Resource Practice (CHRP) is a nationally recognised Chartered Institute of Personnel and Development (CIPD) award. It allows you to become a CIPD Associate Member and facilitates your entry to the first stage of the CIPD Professional Education Scheme.

Professional accreditation

Recognised by the Chartered Institute of Personnel and Development (CIPD).

Course content

The course contains six study units which are; personal and professional development, resourcing, performance and reward management, employee relations, organisational context and information systems.

Learning will be through lectures, seminars, case studies and separate skill development classes. Lectures will be illustrated through the use of video/dvd recordings and other normal audio-visual aids. Role-play exercises and situational analyses will also be used.

Career opportunities

A career in HR/Personnel or general line management.





Entry requirements

No formal qualifications are required to gain entry on this course, but students should display a relevant reason for undertaking it, such as a desire to move into the field of human resource management or to undertake a junior managerial or supervisory role, as the assignments do require some contact with an organisation's HR/personnel function.

How to apply

Places on the course may be booked at any time by submission of a booking form. The booking form is obtainable from the faculty office.

FBSE Faculty Office
E-mail: fbse@solent.ac.uk
Tel: 023 80 319 888

Course structure

Study area 1:

Human Resource Plans and Organisational Context. This study area contains two Study Units - The Personnel Role and Personnel and Information Technology

Study area 2:

Recruitment and Selection (SU3)

Study area 3:

Training and Development (SU4)

Study area 4:

This study area contains two Study Units, Performance Management (SU5) and Employee Relations (SU6).

Fees

Fees for the academic year 2012-2013 are £1135 (UK, EU and overseas).

Assessment

- Four assignments demonstrating written and skills competence
- CPD portfolio and assignment

Disclaimer: Information in this leaflet is correct at the time of printing, but may be subject to change. For up to date course details and further information please contact Southampton Solent University or visit our website: www.solent.ac.uk