



**These frequently asked questions should cover most situations for those currently studying the CIPD Professional Development Scheme (PDS)**

- 1. I will be taking my Leadership and Management (L&M) exams in June, do I study Electives next?**

*No, you should study Applied Personnel and Development (APD) and People Management Development (PMD) before the Electives as this will further develop your strategic and business skills and provide you with the ideal platform prior to studying your Electives.*

- 2. I took my Elective exams in June so will I complete my studies with APD and PMD?**

*Yes. The only difference you will see is that you will be studying these fields via our Virtual Learning Environment (VLE) and not using the CIPD Flexible Learning materials.*

- 3. If I don't pass all my L&M / Elective exams in June, can I re-take them in October?**

*Yes*

- 4. What happens if I am half way through an element of the PDS?**

*This will depend upon the combination of modules you have completed, please contact your tutor if you have only completed some modules of a programme and still have outstanding modules left to study.*

- 5. How much will the current programme differ from the current PDS scheme?**

*The new Postgraduate Diploma in Human Resource Management (HRM) or Postgraduate Diploma in Human Resource Development (HRD) replaces our current offering of the PDS in a number of ways. First of all, you will be studying using our VLE as an on-line study route. You will receive certain core texts but the majority of your study will be on-line. By using our VLE, the materials will be up-dated frequently to ensure that your learning is at the forefront of HRM and HRD practice. Workshop attendance will compliment the VLE materials. We have also revised the assessment regime to make it less onerous and more relevant to each particular topic. In the current L&M and Electives programmes, for each programme of study, students are required to write an assignment, carry out a skills assessment and sit an examination. In the new programme there will only be one piece of assessment for each module.*

## **6. Are the new postgraduate programmes CIPD recognised?**

*The CIPD have approved our programme in line with the existing PDS Professional Standards. The CIPD are up-dating these standards and our programme will take this into account. Upon completion of your studies you will be awarded CIPD Graduate membership.*

## **7. What is the structure of the Postgraduate Diploma in Human Resource Management or Development?**

*To achieve your Diploma you must complete three core modules and four elective modules. Depending on the four elective modules you choose you will be awarded either a:*

- *Postgraduate Diploma in Human Resource Management*
- *Postgraduate Diploma in Human Resource Development*

*Each Diploma will have exit points that lead to a Postgraduate Certificate:*

*Postgraduate Certificate in Management and Human Resources contains three core modules which are Management Research and Continuing Professional Development (CPD), Integrating HR with Business Performance and Business and People Management. Each core module comprises 20 credits making a total of 60 credits.*

*Postgraduate Certificate in Human Resource Management allows you to select four elective modules to study from the eight available; Resourcing, Learning and Development, Reward, Employment Law, Employee Relations, Managing Organisational Learning and Knowledge, Managing the Training and Development Function and Management Development. Each elective module comprises 15 credits making a total of 60 credits.*

*Postgraduate Certificate in Human Resource Development comprises of four specialist elective modules; Learning and Development, Managing Organisational Learning and Knowledge, Managing the Training and Development Function and Management Development. Each elective module comprises 15 credits making a total of 60 credits.*

## 8. How will I be assessed?

The assessment approach varies for each module.

<i>Postgraduate Certificate in Management and Human Resources</i>	
<i>Management Research and CPD</i>	<i>9,000 word management research report</i>
<i>Business and People Management</i>	<i>3,000 word business report</i>
<i>Integrating HR with Business Performance</i>	<i>a three hour examination</i>

<i>Postgraduate Certificate in Human Resource Management (select only four from the eight elective modules below)</i>	
<i>Resourcing</i>	<i>a three hour examination</i>
<i>Learning &amp; Development</i>	<i>3,000 word business report</i>
<i>Reward</i>	<i>3,000 word assignment (primary research)</i>
<i>Employee Relations</i>	<i>3,000 word assignment (secondary research)</i>
<i>Employment Law</i>	<i>a three hour examination</i>
<i>Managing Organisational Learning and Knowledge</i>	<i>3,000 word assignment (secondary research)</i>
<i>Managing the Training and Development Function</i>	<i>a three hour examination</i>
<i>Management Development</i>	<i>3,000 word assignment (primary research)</i>

<i>Postgraduate Certificate in Human Resource Development</i>	
<i>Learning &amp; Development</i>	<i>3,000 word business report</i>
<i>Managing Organisational Learning and Knowledge</i>	<i>3,000 word assignment (secondary research)</i>
<i>Managing the Training and Development Function</i>	<i>a three hour examination</i>
<i>Management Development</i>	<i>3,000 word assignment (primary research)</i>

## 9. What is the requirement for attendance?

You will be required to attend a total of twelve workshops for each Postgraduate Certificate. The workshops will be approximately every three to four weeks.

## 10. What will happen for the 2009 autumn intake?

The new programmes will commence in October and you will enrol in the usual way. Once your application is confirmed you will receive your joining instructions, scheme of work and user name and password to access to your on-line study resources via our VLE.

### **11. How long will the Postgraduate Diploma take to complete?**

*Typically you can complete our Diplomas in just two years. However you can study at your own pace, with a choice of exit points which lead to a Postgraduate Certificate that can be completed in a year.*

*The flexibility offered by our Diplomas gives you the opportunity to attain CIPD Graduate membership quicker than with other leading providers. Also on successful completion you will have the opportunity to upgrade to a master's in Human Resource Management (CIPD upgrade).*

### **12. With the learning materials, what are the advantages of providing BPP materials and not the standard CIPD Flexible Learning materials?**

*BPP's new online materials have been designed to cover the CIPD Professional Development Scheme standards and will replace the CIPD Flexible Learning materials. You will still receive certain core texts but the majority of your study will be on-line. The main advantages of providing your materials on-line via our VLE are:*

- *they will be frequently up dated to take into account changing trends and topical issues*
- *highly portable, you will be able to access your materials anytime, anywhere*
- *interactive enabling you to contribute to on-line discussions*
- *access to a wealth of additional resources*

*The CIPD are in the process of approving the approach of using our VLE to give you access to all the materials on-line.*

### **13. What if I only have current L&M to complete?**

*You will study two out of the three modules for the Postgraduate Certificate in Management and Human Resources:*

- *Integrating HR with Business Performance*
- *Business and People Management*

*You will not need to study the Management Research and CPD module, although you may still be required to submit the relevant CPD records.*