

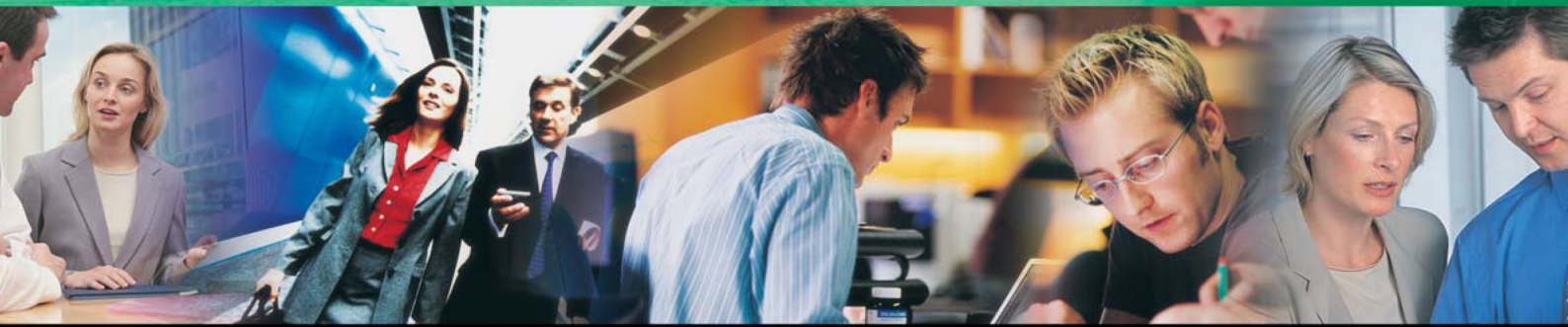


IIPMM

THE PROCUREMENT AND
SUPPLY MANAGEMENT INSTITUTE

Looking for a Recognised HETAC Qualification in

Procurement and Supply Management...?



Gain the IIPMM Professional Qualifications!

The Higher Certificate in Business Procurement Programme in brief:

- **Accredited by the HETAC**
The Higher Education and Training Awards Council
- **Level 6**
on the National Framework for Qualifications
- **SpringBoard Funding available for Job Seekers**
Fees are fully funded.
Apply on line at www.bluebrick.ie
- **Available nationwide**
Classes are held in Dublin and Cork.
- **Suitable for busy professionals**
Studying through the Institute's Block Learning Programme on weekends once a month.
- **Takes two years to complete**
- **Transfer and Progression to IIPMM's**
 - Ordinary Degree (BBus), Level 7
 - Honours Degree (BBus Hons), Level 8



HEA

Higher Education Authority
An tArdús na hArd-Éideachas



SPRINGBOARD
improve your job prospects



Contact us: 01-6449660 Email: iipmm@iipmm.ie Address: IIPMM, 17 Lower Mount Street, Dublin 2 WEB: www.iipmm.ie

www.iipmm.ie

IIPMM HIGHER CERTIFICATE IN BUSINESS (PROCUREMENT) - LEVEL 6

This programme is part of the education syllabus devised by the Institute and accredited by the Higher Education and Training Awards Council (HETAC). The Higher Certificate in Business, (Procurement) is accredited at Level 6 on the National Framework for Qualifications (NFQ). It is an integral component of the Institute's Honours Degree programme. The Higher Certificate is available nationwide on a block learning basis.

AIMS AND OBJECTIVES

The Higher Certificate aims to introduce the student to supply management and general commercial aspects of the organisation to develop a basic understanding of supply management and of current issues impacting on the competitive position of the organisation. It also introduces basic quantitative methods used in research projects to develop functional knowledge and its application in the procurement and supply management function to emphasise the operational issues in procurement and supply management.

AWARD

The Higher Certificate in Business is awarded by HETAC. The Higher Certificate is awarded with either; Distinction, Merit Grade 1, Merit Grade 2 or, Pass.

PROGRESSION

On successful completion of the Higher Certificate, graduates are eligible to enter the Institute's degree programme. On successful completion of a further 5 modules at level 7, the Bachelor of Business is awarded by HETAC.

It is possible at each award stage to transfer to other appropriate programmes within the national framework, subject to entry requirements. In particular, after completing the honours degree, graduates will be eligible for entry to appropriate master degree programmes.

WHY UNDERTAKE THIS COURSE?

If you are in a procurement or supply role and aspire to management or senior management, or if you just want to keep abreast of the rapid changes in the profession and in business this course is essential.

It provides a mix of business and procurement related modules that will provide you with the skills and knowledge to develop your competence and expertise that will add value to your employer and you.

It is also a pre-requisite for entry to the Institute's degree and honours degree programmes and is a vital step towards membership of the professional body.

MODULE STRUCTURE

Higher Certificate in Business (Procurement)

Level 6.1 (year one) – 10 credits

- Fundamentals of Accounting
 - Economics
 - Business Organisation and Information Technology
 - Marketing and Business Communications
 - Principles of Procurement
 - Purchasing and the Commercial Environment
- Level 6.1 is completed when all 6 modules have been successfully completed.

Level 6.2 (year two)

- Statistics and Quantitative Methods (15 credits)
- Fundamentals of Management (10 credits)
- Introduction to Supply Chain (10 credits)
- Storage and Distribution (15 credits)
- Commercial Relationships (10 credits)

Level 6.2 is completed when all 5 modules have been successfully completed and the Higher Certificate in Business is awarded

ENTRY REQUIREMENTS

For entry to the programme a candidate must:

- Be over 23 years of age
- Have at least three years appropriate work experience
- Be working in procurement and supply management in the private or public sectors
- Have five passes in the Leaving Certificate including Mathematics and English or an equivalent educational Standard.

As part of the application process, students are required to detail their work experience and to have this verified by their employer. The Institute reserves the right to interview candidates to assess their suitability for the programme.

EXEMPTIONS

The Institute will grant exemptions on a module for module basis at Level 6 and 7 to entrants with relevant undergraduate or professional qualifications. Subject to the Institute's Exemptions Policy & Guidelines (see Learner Handbook). An exemption fee of €75 per module applies.

IIPMM HIGHER CERTIFICATE IN BUSINESS (PROCUREMENT) - LEVEL 6

MODULE SEQUENCE

The level 6 modules must be completed prior to commencing level 7. It is recommended that the modules are taken in the sequence that they appear in this brochure.

LEARNING SUPPORTS

The Institute provides a comprehensive series of supports for students in their studies including:

- Detailed module descriptors
- Assessment guides
- On-line resources and support
- Past and sample papers
- Technical seminars
- On-line library

TUITION – METHOD OF LEARNING

Block Learning Classes

We offer a block learning approach that gives you the flexibility to study for your qualification without the need to attend weekly lectures. With our weekend tutorial sessions each month you can condense your lecture time without interfering with your busy lifestyle. You will still benefit from our extensive range of learning supports and will also have access to your tutors online. Classes are held on Friday evening (6pm-10pm) and Saturday day (9am-6pm) in Dublin (UCD) and Cork (CIT).

ASSESSMENTS

The choice of assessment methods for each module will reflect the stated objectives, the learning outcomes and, the teaching methods employed. The assessment instruments will include:

- Module Assignments
- Terminal Examinations
- Learner Reflections

COSTS

See the registration form.

All fees qualify for tax relief.

SCHOLARSHIP

If you are a Job Seeker, you can avail of a full scholarship on the selected IIPMM programmes through the Higher Education Authority's SpringBoard funding. Apply online via www.bluebrick.ie and contact IIPMM for more details.

HOW TO APPLY

You can find further information on our website including registration forms or you can call the IIPMM office directly

AT A GLANCE

- Opportunity to achieve a HETAC recognised qualifications
- Recognised and supported by employers
- Developed by procurement professionals and academics
- Mix of business and professional procurement modules
- Available nationwide
- Delivered through the Block Learning Programme
- Flexible modular structure to suit individual needs
- A part-time programme that you can pursue whilst working
- The programme has a unique learner assessments that allows you to relate your studies to your role in procurement



BLOCK LEARNING TIMETABLE

	Dates	Friday	Saturday	Saturday
DUBLIN		6:00pm - 9:55pm	9:00am - 1:00pm	1:50pm - 5:50pm
Level 6.1. Year One	Sept 16/17	Fundamentals of Accounting	Economics	Marketing & Business Communications
	Oct 1st		Induction Day, Time: 10.00-14.00	
	Oct 14/15	Purchasing & The Commerical Environment	Principles of Procurement	Business Organisation & Information Technology
	Nov 5		Assessment Techniques Seminar, Time: 10.00-14.00	
	Nov 11/12	Fundamentals of Accounting	Economics	Marketing & Business Communications
	Dec 09/10	Business Organisation & Information Technology	Principles of Procurement	Purchasing and The Commercial Environment
	Jan 13/14	Fundamentals of Accounting	Economics	Marketing & Business Communications
	Feb 10/11	Business Organisation & Information Technology	Principles of Procurement	Purchasing and The Commercial Environment
	Mar 9/10	Fundamentals of Accounting	Economics	Marketing & Business Communications
	Mar 30/31	Business Organisation & Information Technology	Principles of Procurement	Purchasing and The Commercial Environment
	Apr 13/14	Revision Classes (separate timeatable)		
	Apr 20/21	Revision Classes (separate timeatable)		
	May 14-18	Exams (separate timetable)		
Level 6.2. Year Two	Sept 16/17	Storage and Distribution	Storage and Distribution	Statistics and Quantitative Methods
	Oct 1		Induction Day, Time: 10.00-14.00	
	Oct 14/15	Fundamentals of Management	Commercial Relationships	Introduction to Supply
	Nov 5		Assessment Techniques Seminar, Time: 10.00-14.00	
	Nov 11/12	Storage and Distribution	Statistics and Quantitative Methods	Statistics and Quantitative Methods
	Dec 9/10	Fundamentals of Management	Commercial Relationships	Introduction to Supply
	Jan 13/14	Statistics and Quantitative Methods	Storage and Distribution	Storage and Distribution
	Feb 10/11	Fundamentals of Management	Statistics and Quantitative Methods	Introduction to Supply
	Mar 9/10	Storage and Distribution	Statistics and Quantitative Methods	Commercial Relationships
	Mar 30/31	Fundamentals of Management	Commercial Relationships	Introduction to Supply
	Apr 13/14	Revision Classes (separate timeatable)		
	Apr 20/21	Revision Classes (separate timeatable)		
	May 14/18	Exams (separate timetable)		
	Venue:	UCD, Belfield Campus, Dublin 4		
CORK		6:00pm - 10pm	8.30am - 12.30pm	1:00pm - 5:00pm
Level 6.1. Year One	Sept 16/17	Fundamentals of Accounting	Business Organisation & Information Technology	Marketing & Business Communications
	Oct 1st		Induction Day, Time: 10.00-14.00	- Dublin Venue
	Oct 14/15	Economics	Principles of Procurement	Purchasing & The Commercial Environment
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	May 14/18	Exams (separate timetable)		
	Venue:	CIT, Cork		

Contact Information

IIPMM
17 Lower Mount Street
Dublin 2
Tel. 01-6449660
Fax. 01-6449661
Email: iipmm@iipmm.ie
Web: www.iipmm.ie

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