

CIPD Certificate in People Practice (CPP) - Level 3

The CIPD Level 3 Foundation Certificate in People Practice is designed to develop learners' knowledge and skills to build their expertise, inspiring them to undertake tactical tasks that deliver value. Learners will build their confidence and knowledge aimed at being able to contribute to immediate colleagues, customers and the organisation; supporting change and driving impact, to create immediate and short-term value. They will gather information to use in their role and use this to understand their work, organisation and profession more deeply. This can then be applied to the world of work as well as being used as a vehicle to start their journey to CIPD membership at the appropriate level to complement career and professional development.

Target Audience

This qualification introduces the learner to a wide range of relevant knowledge and expertise in people practice. It is suited to those learners who:

- are studying, aspiring to, or embarking on, a career in people practice.
- are working in a people practice support role and wish to develop their knowledge and deliver immediate and short-term value for their organization.
- wish to develop the specialist knowledge, skills and understanding required to be a people professional.

<p>Course Delivery</p>	<p><u>Online Live Program</u> Our online courses are live, interactive and give you all the advantages of a face-to-face classroom but from the comfort and convenience of your own home. There are also some elements of online on demand delivery.</p> <p><u>Blended Program</u> The teaching is delivered in a classroom environment, supplemented with online delivery, both live and on demand. The face-to-face learning delivery is conducted in specially selected high quality hotel venues and the online element via our brand-new learning management system, both environments enabling the delivery of first-class learning.</p>
<p>Course Fees</p>	<p>Total Fee per participant: QAR 13,500 - Online Program QAR 22,000 - Blended Program</p> <p><u>CIPD membership fees is not included in the course fees</u></p>
<p>CIPD Membership</p>	<p>In order to receive your CIPD certificate , you will need to enroll as a Student Member upon the start of your course via the CIPD website.</p>

CIPD- CPP is offered by Qatar University in collaboration with Bradfield Learning & Development– UK

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<p>Block 1</p> <p>Core Behaviours for People Professionals (Core)</p>	<p>On completion of this unit, learners will:</p> <ol style="list-style-type: none"> 1. Understand insightful approaches to supporting and maintaining ethics and professional practice. 2. Be able to promote respect and inclusive working underpinned by professional courage and a passion for learning.
<p>Block 1</p> <p>Principles of Analytics (Core)</p>	<p>On completion of this unit, learners will:</p> <ol style="list-style-type: none"> 1. Understand how evidence-based practice informs organisational measures and outcomes. 2. Know how creating value benefits employees, customers and wider stakeholders.
<p>Block 2</p> <p>Business, Culture & Change in Context (Core)</p>	<p>On completion of this unit, learners will:</p> <ol style="list-style-type: none"> 1. Understand the business environment in which the people profession operates, including the key issues that affect it. 2. Understand how people's behaviour in the workplace affects and shapes culture. 3. Understand the importance of effective management of change.

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Block 3

Essentials of People Practice
(Core)

On completion of this unit, learners will:

1. Understand the employee lifecycle and different roles within it.
2. Be able to contribute to the effective selection and appointment of individuals.
3. Know how legislation and organisational practices affect employment relationships.
4. Know the importance of performance management in motivating and retaining individuals.
5. Know the importance of reward in attracting, motivating and retaining individuals.
6. Understand how to support others to develop the skills and knowledge required to meet both individual and organisational objective.

Terms and Conditions

- To confirm the course, a Purchase Order or Nomination letter is required .
- Course invoice will be submitted by Qatar University upon start of course and has to be paid within 30 days .
- Course Fees does not include CIPD Membership Fees.
- As a part of registration process , participants will have to undertake an English test for both Level 3 and Level 5 . For Level 5, an interview will be scheduled with the Head of L&D Bradfield
- Upon completion of registration, all email correspondence regarding the course will be with the Training Support of Bradfield.
- Attendance of course and completion of assessment, is mandatory for all blocks of Level 3 and 5 . Organization nominating participants are responsible for following up with participants regarding the attendance and completion of course.
- Upon confirming registration and start of course, participants cannot be replaced .
- Participants who do not attend or do not complete assignments , will still be paid for by the client upon submission of invoice by Qatar University.
- If participants fail to attend a block or a part of it , they will be deferred to another Block and additional deferral fees will have to be paid by participants/ organization directly to Bradfield.
- CIPD Online course is a public course , the Online platform used by Bradfield for course delivery will be Zoom.
- Participants will have to attend the Induction session for the Online course.