University of Suffolk

DEFINITIVE COURSE RECORD

Course Title	**PgD Human Resource Management**
Awarding Bodies	**University of Suffolk**
Level of Award[1]	**FHEQ Level 7**
Professional, Statutory and Regulatory Bodies Recognition	**Chartered Institute of Personnel and Development (CIPD)**
Credit Structure[2]	**120 Credits at level 7**
Mode of Attendance	**Part-time**
Standard Length of Course[3]	**2 years part-time**
Intended Award	**PgD Human Resource Management**
Named Exit Awards	**None**
Entry Requirements[4]	**Typical Offer:** **A Bachelor's Degree (or equivalent)** **Or three years' experience in Management or HR at a senior, professional and/or advisory level**
Delivering Institution	**University of Suffolk**

This definitive record sets out the essential features and characteristics of the Postgraduate Diploma in Human Resource Management course. The information provided is accurate for students entering level 7 in the 2021-22 academic year.[5]

Course Summary
The Postgraduate Diploma in Human Resource Management is the key qualification for anyone who is either currently working as an HR professional, or who wishes to pursue a career in this increasingly important management function. Many employers place great value in the advanced knowledge and skills developed in a postgraduate course, and much of the content covered will be of great benefit to professionals in other functions who are, or will be, responsible for managing people.

Course Aims
- To develop the analytical, strategic and business skills of the students thus enabling them to respond creatively and effectively to the challenges of the global business environment

- To encourage a sustained, reflective and critical approach towards studying across a range of disciplines thereby enhancing professional and personal development that meets the needs of HRM at postgraduate level

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[1] For an explanation of the levels of higher education study, see the QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014)
[2] All academic credit awarded as a result of study at the University adheres to the Higher education credit framework for England.
[3] Where the course is delivered both full-time and part-time, the standard length of course is provided for the full-time mode of attendance only. The length of the part-time course is variable and dependent upon the intensity of study. Further information about mode of study and maximum registration periods can be found in the Framework and Regulations for Taught Postgraduate Awards.
[4] Details of standard entry requirements can be found in the Admissions Policy and further details about Disclosure and Barring Checks (DBS) can be found on the University's DBS webpage.
[5] The University reserves the right to make changes to course content, structure, teaching and assessment as outlined in the Admissions Policy.

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- To enable participants to practice and develop a range of transferable key and management skills

- To develop an autonomous approach to student's own professional development allowing them to manage their own learning and development and that of others

- To develop the capacity of students to critically evaluate and apply appropriate HR practices and procedures into a variety of work-based settings

- To enhance the ability to analyse complex professional circumstances, make judgements and propose courses of action

Course Learning Outcomes

The following statements define what students graduating from the Postgraduate Diploma in Human Resource Management course will have been judged to have demonstrated in order to achieve the award. These statements, known as learning outcomes, have been formally approved as aligned with the generic qualification descriptor for level 7 awards as set out by the UK Quality Assurance Agency (QAA).[6]

Knowledge and understanding

1. Demonstrate an advanced understanding of the significance of external factors, stakeholders and legal and ethical frameworks to the business

2. Identify key concepts and models in the areas of HRM and apply best practice/best fit solutions to a range of organisations issues

3. Demonstrate critical appreciation of relevant literature, theory and the research process

4. Employ a theoretical framework for the analysis and selection of key business themes which may be applied to the work place

5. Identify problem areas within organisations and develop critical appraisal solutions

6. Critically evaluate key business challenges using appropriate theoretical frameworks to analyse and select realistic courses of action

7. Develop a range of intellectual and business skills reflecting both the ethos of lifelong learning and the rigour required at postgraduate level

Cognitive skills

8. Demonstrate the ability to select and apply appropriate HR and management theories to a variety of contexts

9. Critically evaluate research methodology and apply appropriate methods of research in the course of an investigation within a specific organisation

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[6] As set out in the QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies (2014)

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Subject specific skills

10. Display the ability to confidently and competently communicate in a variety of forms

11. Analyse HR statistical data and evaluate and interpret findings

12. Make informed judgement on a range of performance issues and organisational challenges and advise appropriately

13. Apply a range of business skills to an organisation context

14. Ability to resolve disputes through effective negotiating techniques

Key transferable skills

15. Use IT appropriately within the HR arena

16. Critically apply theory to solve problems

17. Communicate effectively with others

18. Develop leadership skills

19. Initiate manage and improve their own learning and performance through self-reflection and appraisal

20. The programme level learning outcomes will form the basis of the learning outcomes for the individual modules within the programme

Course Design
The design of this course has been guided by the following QAA Benchmark

- Master's Degrees in Business and Management (2015)

Course Structure
The Postgraduate Diploma in Human Resource Management comprises modules at level 7.

Module Specifications for each of these modules are included within the course handbook, available to students on-line at the beginning of each academic year.

	Module	Credits	Module Type[7]
Level 7			
	Developing Skills for Business Leadership	20	M
	Leading and Developing HRM in Context	20	M
	Employment Law	20	M
	Investigating a Business Issue	20	M
	Employment Relations and Engagement	20	M
	Resourcing and Rewarding Talent	20	M

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[7] Modules are designated as either mandatory (M), requisite (R) or optional (O). For definitions, see the Framework and Regulations for Taught Postgraduate Awards

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Awards
On successful completion of the course, students will be awarded a Postgraduate Diploma in Human Resource Management.

Course Delivery
The course is delivered at Ipswich. Students studying part-time on Postgraduate Diploma in Human Resource Management are likely to have approximately 84 contact hours for each module. The contact hours will be a mix of lectures, seminars, practical activities and group and individual tutorials. Students will normally be expected to undertake 10-12 hours of independent study in an average week, but should be prepared for this to vary based on assignment deadlines and class exercises. All students are required to attend a two day Residential Workshop. This is integrated with the Developing Skills for Business Leadership module, and covers leadership, communication, team working and personal development themes

Course Assessment
A variety of assessments will be used on the course to enable students to experience and adapt to different assessment styles. The assessment methods used will be appropriate to assess each module's intended learning outcomes. Assessment on the course overall will be 6 assignments, 2 examinations, a Management Research Report, and a range of skills tasks / exercises.

Special Features
The University of Suffolk is an accredited centre with the Chartered Institute of Personnel and Development (CIPD). The PgD Human Resource Management programme is designed and assessed in accordance with CIPD standards. Successful completion of the programme can lead to Graduate Membership of the CIPD (certified separately by the CIPD).

Course Team
The academic staff delivering this course are drawn from a team that includes teaching specialists and current practitioners. All staff are qualified in their subjects with their own specialist knowledge to contribute.

Course Costs
Students undertaking the Postgraduate Diploma in Human Resource Management will be charged tuition fees as detailed below.

Student Group	Tuition Fees
Full-time UK	Not applicable
Part-time UK	£915 per 20 credit module
Full-time EU/International	Not applicable
Part-time EU/International	£1,215 per 20 credit module

Payment of tuition fees is due at the time of enrolment and is managed in accordance with the Tuition Fee Policy.

Students will be required to pay additional costs of approximately £150 for the required student membership of the CIPD. This will be organised at the start of the programme, with the assistance of the course leader, although the payment is to the CIPD, not to the University of Suffolk. Other than the purchase of any books, which is the personal choice of the student, there are no other costs. The residential workshop is included in the course fees, but students will be required to arrange their own transport to the development centre in North Norfolk.

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Academic Framework and Regulations
This course is delivered according to the Framework and Regulations for Taught Postgraduate Awards and other academic policies and procedures of the University and published on the [website](#).