

# Human Resource Management (HRM) - ABE

The Human Resource Management programme from the Association of Business Executives (ABE) is an attractive package of modern courses that are updated frequently to reflect the need and development of the industry. Each level of this programme leads to a professional QCA accredited qualification. ABE believes that the students who complete these courses will have the opportunity to advance to the final stages of a degree and will find their skills fit for a professional setting at the time when demand for trained HRM professionals outweigh their supply.

## Certificate

- Introduction to Business
- Introduction to Business Communication
- Managing People
- Personnel Administration

## Diploma Part 1

- Organisational Behaviour
- Economics Principles
- Human Resource Management (HRM)
- Human Resource Development

## Diploma Part 2

- Employment Resources
- People Planning & Resourcing
- Personnel Info. Systems
- HRM in Action

## Plus any one from

- Principles of Business Law
- Quantitative Methods for BM

## Advanced Diploma

- Corporate Strategy and Planning
- Managing in Organisations
- Strategic HRM for Business Organisation
- Performance Management & Reward
- Managing Organisational Change & Development

Start – Jan/May/Sep

Admissions open – All year

Study Mode – Full Time (15-20) hours/week

Awarding Body – ABE

Duration – 4.5 years programme, 1 year each for Certificate and Diplomas, up to 18 months for Advance Diploma

## Entry requirements

### Certificate

There are no entry requirements for this course except English Competency i.e. ESOL, EFL, LCCI, British Council or College Preparatory English qualifications.

### Diploma

Any one of the following

- Successful completion of the ABE Certificate exams
- Two GCE A-levels plus four GCSEs at grade C or above, including English Language and Maths
- BTEC National award in relevant subjects
- Three passes in LCCI Level 3 in relevant subjects
- Three passes in RSA examinations, of which at least two must be at Stage 3
- Pitman's Qualifications – three passes at level 3 in relevant subjects
- An 'Access' Certificate from a UK College of Further Education, e.g. ACL
- Any NCVQ approved qualifications at level 3 in relevant subjects.
- If you hold none of the above please contact ACL Admissions for advice.

*Note: 9 out of 10 diploma subjects must be attempted. Exemption for up to 6 subjects may be granted for previous qualifications approved by ABE.*

### Advanced Diploma

Any one of the following

Relevant ABE Diploma or university degree

Other similar qualifications – seek advice from ACL Admissions.

*\* No exemptions are granted at Advanced Diploma level.*