



CIPD

CIPD 370

VICTORY
TRAINING & DEVELOPMENT INSTITUTE



Programme Overview

Level 3 Foundation qualifications are perfect if you want to acquire a wide range of relevant practical skills in HR. Our Level 3 Foundation diploma also give you a professionally recognised qualification and a professional level of CIPD membership, Associate (Assoc CIPD).

The CIPD Foundation Level Diploma in HR/LD Practice is equivalent to QCF level 3. Upon successful completion of the programme, learners will receive the CIPD Foundation Level Diploma in HR Practice.

The CIPD Level (3) Qualifications as follows

Diploma in Human Resource Practice (DHRP)
Diploma in Learning and Development (Level 3 - L&D)

Entry Requirements

- Aspiring to, or embarking on, a career in HR or Learning and Development (L&D).
- Working in the field of HR/L&D in a support role and wish to develop their knowledge and skills.
- Successfully completed Secondary School (Grade 12).
- Pass the VTDI English placement assessment or provide IELTS Score 6.0.
- Undergo 1-2-1 panel interview meeting
- Dedication and willingness to comply with assignment deadlines.

TRAINING PROGRAMME MOL APPROVAL NUMBER AND FEES

- DHRP (DTIA-P2010/1327) BD1950/-
- Diploma in (L&D) (DTIA-P2010/1326) BD1950/-

	Prerequisites:	Refer to VTDI Account Manager
	Lecturers:	VTDI Faculty
	Delivery:	English
	Duration:	370 Hours
	Fees:	BD /-

ACCREDITATION:

Foundation Level Diploma from Chartered Institute of Personnel & Development - CIPD, UK



Follow us on:



Fees include

- CIPD student registration
- CIPD student membership for one year
- Text books (Two)
- Trainee folder
- Free access to VTDI traditional and cyber Learning Resources Center
- Full Units tuitions
- 1-2-1 Coaching
- Free text books borrowing from VTDI Learning Resources Center
- Free VTDI website access to download the require materials

Certificate in Learning and Development (Level 3 – L&D)

NO	CODE	UNIT TITLE	CREDIT	TOTAL HOURS
1	3BEP	Becoming an Effective Learning and Development Practitioner	4	40
2	3LDO	Learning and Development and the Organisation	4	40
3	3LDN	Identifying Learning and Development Needs	3	30
4	3DES	Designing Learning and Development Activities	6	60
5	3DEL	Delivering Learning and Development Activities	6	60
6	3ELD	Evaluating Learning and Development Activities	3	30
Total:			26	260

Diploma in Learning and Development (Level 3)

NO	CODE	UNIT TITLE	CREDIT	TOTAL HOURS
1	3BEP	Becoming an Effective Learning and Development Practitioner	4	40
2	3LDO	Learning and Development and the Organisation	4	40
3	3LDN	Identifying Learning and Development Needs	3	30
4	3DES	Designing Learning and Development Activities	6	60
5	3DEL	Delivering Learning and Development Activities	6	60
6	3ELD	Evaluating Learning and Development Activities	3	30
7	3ELE	Enhancing Learner Engagement	6	60
8	3LDE	Organising Learning and Development events	6	60
Total:			38	380

**Certificate in Human Resources Practice (CHRP):**

NO	CODE	UNIT TITLE	CREDIT	TOTAL HOURS
1	3HRC	Understanding Organisations and the Role of Human Resources	4	40
2	4DEP	Developing Yourself as an Effective Human Resources or Learning and Development Practitioner	4	40
3	3RAI	Recording, Analysing and Using Human Resources Information	2	20
4	3RTO	Resourcing Talent	6	60
5	3PRM	Supporting Good Practice in Performance and Reward Management	6	60
6	3MER	Supporting Good Practice in Managing Employment Relations	6	60
Total:			28	280

Diploma in Human Resources Practice (DHRP):

NO	CODE	UNIT TITLE	CREDIT	TOTAL HOURS
1	3HRC	Understanding Organisations and the Role of Human Resources	4	40
2	4DEP	Developing Yourself as an Effective Human Resources or Learning and Development Practitioner	4	40
3	3RAI	Recording, Analysing and Using Human Resources Information	2	20
4	3CJA	Contributing to the Process of Job Analysis	3	30
5	3RTO	Resourcing Talent	6	60
6	3DEL	Delivering Learning and Development Activities	6	60
7	3PRM	Supporting Good Practice in Performance and Reward Management	6	60
8	3MER	Supporting Good Practice in Managing Employment Relations	6	60
Total:			37	370