

## EVERYONE HAS AN INNER GENIUS

We can help  
you find yours



UK Quality Assured

Course regulated  
and validated by



# The Chartered Management Institute (CMI) Level 5 CERTIFICATE in Management and Leadership

Only 1 in 5 managers have a recognised management qualification and yet employers are actively looking for these qualifications on CVs right now!

Why not join the '1 in 5' and make your CV stand out from the crowd by gaining a CMI qualification at HoW College?

### COURSE OVERVIEW

The CMI Level 5 Certificate in Management and Leadership belongs to a suite of NEW qualifications aimed at practising or aspiring managers and leaders who are typically accountable to a senior manager or business owner.

This qualification equips you with the knowledge and skills required to become an effective manager and leader within the 21st Century workplace.

Whilst studying, you're eligible for FREE professional membership of the CMI, which enables you to access a comprehensive range of resources to support you throughout your qualification.

### UNITS

To achieve the Certificate, you are required to study **TWO OR THREE** of the following units:-

- Principles of Management and Leadership in an Organisational Context
- Principles of Developing, Managing and Leading Individuals and Teams to Achieve Success
- Managing Stakeholder Relationships
- Managing Projects to Achieve Results
- Managing Change
- Creating and Delivering Operational Plans
- Managing Finance
- Using Reflective Practice to Inform Personal and Professional Development

### LOCATION

WORCESTER  
WMLT-CT5-1921

### COURSE LENGTH

Two or Three Sessions,  
each of six hours duration

### START DATE

Multiple entry points  
(monthly starts)

### TUITION FEES

£722 (includes CMI  
registration fee of £145)

### AWARD ON SUCCESSFUL COMPLETION

CMI Level 5 Certificate  
in Management  
and Leadership

### HOW TO APPLY

Please apply through  
our website at  
[www.howcollege.ac.uk](http://www.howcollege.ac.uk)



## EVERYONE HAS AN INNER GENIUS

We can help  
you find yours



UK Quality Assured

### ENTRY REQUIREMENTS

It is expected that you will hold a CMI Level 3 Certificate/Diploma or similar qualification (e.g. BTEC National Certificate/Diploma in Business, A-level in Business). However, we welcome mature applicants (over 21 years) who may present a more varied profile of achievement that is likely to include extensive work experience (paid and/or unpaid) and/or achievement of a range of professional qualifications in their work sector.

### DELIVERY INFORMATION

Two or three taught sessions delivered on a Thursday 2-9pm (dates determined by your choice of units). Following each session you are expected to spend time on; directed study activities, your own independent research, informal learning and preparation and completion of assessment. The time commitment needed for additional learning and preparation for assessment varies between 10 – 21 hours per unit.

### METHODS OF ASSESSMENT

Two or three written assignments of approximately 2,500 – 4,000 words, where possible the assignments will be practical work-based pieces. The word limits are dependent on your choice of units. You will be required to submit each assignment four working weeks after the relevant taught session. Tutor guidance and relevant resources will be provided to support you with the completion of your assessments.

### PROGRESSION OPPORTUNITIES

On successful completion of the Level 5 Certificate in Management and Leadership, you can progress to the Level 5 Diploma in Management and Leadership. On successful completion of the Level 5 Diploma you may be eligible to apply for full membership (MCMI) or even Chartered Membership of the CMI (CMgr MCMI).

Other progression opportunities include moving on to CMI qualifications at the next level, for example the CMI Level 6 Certificate in Professional Management and Leadership Practice or CMI Level 7 Certificate in Strategic Management and Leadership.

### STAFF EXPERIENCE

All lecturers who deliver on this course hold Masters Degree qualifications and/or professional qualifications in their specialist subjects. In addition, all staff teaching on the course have relevant occupational experience at an appropriate level of seniority.

### ADDITIONAL INFORMATION

Additional information for this course, including the content of each unit can be found on the CMI website ([www.managers.org.uk](http://www.managers.org.uk)).