

**CERTIFICATE IN APPLIED MANAGEMENT (HUMAN SERVICES)
COURSE CALENDAR 2018-2019**

MODULE	RELEASE DATE / VIRTUAL CLASSROOM	WORKSHOP SEMINAR / TUTORIAL	ASSIGNMENT LAST POSTING DATE
1. Management, Professional Development and Ethics	Monday 8th October 2018	Monday 15th October 2018	Sunday 4th November 2018
2. Key Management Skills	Monday 5th November 2018	Monday 12th November 2018	Sunday 16th December 2018
3. Essential Employment Law	Monday 7th January 2019	Monday 14th January 2019	Dual Assessment Assignment: Sunday 17th February 2019 Online Exam: Monday 18th February 2019
4. Budget Management	Monday 18th February 2019	Monday 25th February 2019	Sunday 7th April 2019
5. Managing Service Quality and Safeguarding	Monday 8th April 2019	Monday 15th April 2019	Sunday 12th May 2019
6. Managing for Regulation and Inspection	Monday 13th May 2019	Monday 20th May 2019	Sunday 23rd June 2019 (Please Note: There are no extensions permitted on final assignment)

N.B. Please note that these dates are provisional.