



Revised: 17 February 2025

**CERTIFICATE IN APPLIED MANAGEMENT (HUMAN SERVICES)
COURSE CALENDAR 2024-2025**

MODULE	RELEASE DATE / VIRTUAL CLASSROOM	WORKSHOP SEMINAR / TUTORIAL	ASSIGNMENT LAST POSTING DATE
1. Management, Professional Development and Ethics	Monday 4th November 2024	Monday 11th November 2024	Sunday 15th December 2024
2. Key Management Skills	Monday 6th January 2025	Monday 13th January 2025	Sunday 16th February 2025
3. Budget Management	Monday 17th February 2025	Tuesday 25th February 2025	Sunday 23rd March 2025
4. Essential Employment Law	Monday 24th March 2025	Monday 31st March 2025	Dual Assessment Assignment: Sunday 4th May 2025 Online Exam: Tuesday 6th May 2025
5. Managing for Regulation and Inspection	Monday 5th May 2025	Monday 12th May 2025	Sunday 15th June 2025
6. Managing Service Quality and Safeguarding	Monday 16th June 2025	Monday 23rd June 2025	Sunday 20th July 2025 (Please Note: There are no extensions permitted on final assignment)