



Revised: 17 February 2025

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

<b>MODULE</b>	<b>RELEASE DATE / VIRTUAL CLASSROOM</b>	<b>WORKSHOP SEMINAR / TUTORIAL</b>	<b>ASSIGNMENT LAST POSTING DATE</b>
<b>1. Key Management Skills</b>	<b>Monday 6<sup>th</sup> January 2025</b>	<b>Monday 13<sup>th</sup> January 2025</b>	<b>Sunday 16<sup>th</sup> February 2025</b>
<b>2. Budget Management</b>	<b>Monday 17<sup>th</sup> February 2025</b>	<b>Tuesday 25<sup>th</sup> February 2025</b>	<b>Sunday 23<sup>rd</sup> March 2025</b>
<b>3. Essential Employment Law</b>	<b>Monday 24<sup>th</sup> March 2025</b>	<b>Monday 31<sup>st</sup> March 2025</b>	<b>Dual Assessment Assignment: Sunday 4<sup>th</sup> May 2025 Online Exam: Tuesday 6<sup>th</sup> May 2025</b>
<b>4. Managing for Regulation and Inspection</b>	<b>Monday 5<sup>th</sup> May 2025</b>	<b>Monday 12<sup>th</sup> May 2025</b>	<b>Sunday 15<sup>th</sup> June 2025</b>
<b>5. Managing Service Quality and Safeguarding</b>	<b>Monday 16<sup>th</sup> June 2025</b>	<b>Monday 23<sup>rd</sup> June 2025</b>	<b>Sunday 20<sup>th</sup> July 2025</b>
<b>6. Management, Professional Development and Ethics</b>	<b>Monday 21<sup>st</sup> July 2025</b>	<b>Monday 28<sup>th</sup> July 2025</b>	<b>Sunday 31<sup>st</sup> August 2025 (Please Note: There are no extensions permitted on final assignment)</b>