



Post Graduate Diploma in Business Administration (PGDBA) Human Resource Management

Course Code: NBP010

Duration: 18 Months full-time

This qualification aims to develop you as a Human Resource Manager. The focus is on the theory and practice of organisations and Human Resource Management, the nature of management skills, analytical and diagnostic techniques, and the integrated nature of financial, economic and information environments within which the HR Manager operates.

Course Aims

To develop you as a Human Resource Manager on the basis of your understanding and appreciation of:

- ❖ the theory and practice of organisations and human resource management;
- ❖ the nature of management skills, analytic and diagnostic techniques;
- ❖ the analysis of economic and labour market factors influencing corporate strategy; and
- ❖ how the human resource manager deploys knowledge-based analytical and problem solving skills and competences at both operational and strategic levels

Course Market

The course is aimed principally at providing a professional qualification for the following markets:

- ❖ employees with significant human resource responsibilities wishing to develop their practical and theoretical knowledge in the human resource area;
- ❖ non-personnel jobholders who seek to gain a specialization within the human resource area, underpinned by rigorous conceptual knowledge capable of deployment in a vocationally useful way;
- ❖ those who seek to be well-placed for HRM posts in management training and development, strategic management and employee relations.

Course Structure

Total Credits - 180

Full-time Students in this category undertake the full course which comprises:

Term-1 (60 credits)

NBM094	Professional Skills
NHR001	Managing People
NBM081	Research Methods
NBM041	Strategic Management
NBM201	Managerial Economics
NFA003	Management Accounting

Term-2 (60 credits)

NBM061	Cultural & Change Management
NHR011	Human Resource Management
NHR051	Managing Employee Relations
NHR071	Strategic HRM

Term-3 (30 credits)

NIS001	Management Information Systems
NBM301	E-Business Management

* Please note that not all of the modules listed may be available in any year, and the College reserves the right to substitute alternative options in any given year.

Project - (30 Credits)

The project is designed to provide an opportunity to translate both conceptual and practitioner knowledge acquired during the course to the analysis of a specific HRM situation or of a contemporary, established and focused area of academic/practitioner enquiry in the HRM literature. It gives students the opportunity to link theory with practice and is based upon a research project. The project involves the identification and refinement of an HR problem, undertaking an in-depth literature review, the collection of primary data and the analysis and evaluation of this data so as to produce a set of implementable recommendations. The end product should be a dissertation of 12,000 words to be submitted following the end of the taught programme.

Duration

- ❖ 18 Months full-time

The programme is organized on a 3 term basis. Full-time students normally undergo 24 hours of Guided Learning Hours each week. You are expected to spend at least the same amount of additional time each week in personal study and completing assignments. All the students have to submit a Dissertation within the last six months of the program.

Assessment

Most units are assessed by a mixture of coursework assignments and end of semester examinations of 3 Hours each. However the dissertation is assessed by means of a 12,000 word report.

Qualification is awarded to those candidates who achieve a Pass grade or above in all components of their examination.

Entry Requirements

Applicants WITH Standard Qualifications

Standard qualifications for admission to Term 1 of the course are:

- ❖ a UK Honours degree (or overseas equivalent) in Business Studies, Public Administration; or
- ❖ a degree in a discipline relevant to human resource management; or
- ❖ a degree supplemented by a qualification or by qualifications from a course of study which includes a substantial business or management studies component. Examples would include a Management Diploma, HNC or HND plus, normally in each case relevant working experience.

Applicants WITHOUT Standard Qualifications

NLC welcomes applications from persons with certificated learning, or who have had a significant amount of relevant working experience and who are able to demonstrate that they will be able to study effectively at professional level.

Some applicants may be interviewed by the Course Leader or a member of the teaching team and/or be required to submit a 1000 word essay on a selected aspect of human resource management.

Additionally, all students whose first language is not English require an English language qualification such as IELTS with a scoring of 6.0 or above, or may have to enrol with the NLC English Foundation course which is of 6 months duration.

Exemptions

Certain categories of graduate may be offered accreditation of prior learning for all modules of Stage 1 of the course. This will enable them to complete the full-time course in six months and the part-time course in one year. Such applicants will have satisfied the requirements above, and will hold in addition one of the following qualifications:

- ❖ Diploma in Personnel Management (DPM)
- ❖ MA in Personnel and Development (MAPD)
- ❖ Diploma in Management Studies
- ❖ Diploma in Business Administration
- ❖ MA in HRM
- ❖ Chartered Institute of Personnel and Development

Exemptions are unlikely to be considered unless supported by documentary evidence of relevant achievement.