



PROFESSIONAL CERTIFICATION AND CONFERMENT AS

# CERTIFIED ADVANCED HUMAN RESOURCE MANAGER

The programme provides participants with the strategic knowledge and techniques needed to be an inspirational and transformational HR business partner in achieving the organization's long term business goals

Malaysian Institute of Human Resource Management is a member of the World Federation of People Management and Asia Pacific Federation of Human Resource Management

## ADMISSION REQUIREMENTS

A Professional Diploma in HRM from MIHRM

### OR

Possesses a degree with at least 3 years working experience at executive level in human resource management

### OR

HR Practitioners and professionals, with at least 5 years experience at executive level and above

## COURSE SCHEDULE

Eight (8) months part-time (weekend classes). In total 152 hours of contact classes and 2 months to complete project work

## COURSE ASSESSMENT

The program will be based on examination, assignment and workplace project, and Presentation of the findings shall be made to the examination committee

## FACILITATORS

Academics and Industry experts with years of experience will facilitate the program.

## METHODOLOGY

This program will be facilitated through various learning methodologies which include; lectures, case studies, articles, group assignment and class presentation

## COURSE FEE

RM 10,000 + 6% GST – Full payment

### OR

RM 13,000 +6% GST – Installment payment  
(8 installment payments of RM 1625 + 6% GST)  
Registration Fee : RM 500 + 6% GST

\*Is inclusive of the following:

- MIHRM registration fees
- Course Materials and one (1) HR text book

## AWARD OF CERTIFICATION

Upon successful completion of the program, participants will be conferred the dual certification:

- Professional Post Graduate Diploma in Human Resource Management and
- CERTIFIED ADVANCED HUMAN RESOURCE MANAGER (PROVISIONAL)\*

## COURSE STRUCTURE

Module	Topic	Duration
Module 1	The HR Environment	16 hours
Module 2	Strategic HR Management	16 hours
Module 3	Workforce Planning, Managing & Development	16 hours
Module 4	HR Development	16 hours
Module 5	Managing Business from a HR Perspective	16 hours
Module 6	Leadership & Management Development	16 hours
Module 7	Compensation & Benefits	16 hours
Module 8	Managing Employee Relations	16 hours

### \*\*NOTE

Exemptions may be granted under RPL. Contact us for the Registration Form and submit to MIHRM with RM 500.00 (+6 % GST) as registration fee. Payment of Course Fee shall be made on or before commencement of the program



## REGISTRATION PROCEDURE

1. Complete the Registration Form and submit to MIHRM with RM500.00 as Registration Fee. (Registration Form is available from our website.)
2. Payment of Course Fees shall be made on or before commencement of the program.
3. Mode of Payment : Cheque, money order, bank draft; payable to "Malaysian Institute of Human Resource Management".  
CIMB Bank Berhad : Account No: 8002324212 ( For confirmation, please fax "Bank-in Slip" to MIHRM via fax no: 03-79554076)

