CERTIFICATE OF VALIDATION

New validation   Validation Process: **New**

Provider Name	Dublin Business School
Date of Validation	03-Dec-20

	Code	Title	Award	Exit
Principal Programme	PG24321	Higher Diploma in Business in Project Management	Higher Diploma in Business (Higher Diploma at NFQ Level 8) 8M21063 60 credits	N/A
Embedded Programme	N/A			

	First Intake	Last Intake
Enrolment Interval	01-Jan-21	31-Aug-25

Principal Programme

	Full Time	Part Time
Maximum Intakes per Annum:	1	2
Minimum Learners per Intake:	5	5
Maximum Learners per Intake:	75	75
Duration (months)	12	18

Delivery Mode: full-time / part-time	Full Time, Part Time

Target Learner Groups

The Higher Diploma in Business in Project Management is aimed at learners with a Level 8 honours bachelor's degree with a minimum pass classification in a non-cognate area. Applicants who do not have a Level 8 qualification and who have at least 3 years' work experience may also be considered through the College's normal RPL procedures. Relevant professional experience may be taken into account and individuals will be assessed on a case-by-case basis through DBS RPL procedures. This programme may also be of interest to learners with a Level 7 ordinary bachelor's degree in a cognate area (cognate areas include business, finance, management) who wish to specialise in the field of project management with a view to entering industry. The Higher Diploma in Business in Project Management is primarily a conversion course for non-business graduates, or an up-skilling course for Level 7 graduates, who wish to acquire core project management skills which will enable graduates play an active role in a diverse range of industries. Learners will acquire practical skills to effectively manage projects over their lifecycle and be ready for a career in different industries. Throughout the course learners will acquire the necessary skills and project management acumen to appraise project opportunities and challenges, understand and apply project management skills to a range of contexts. Graduates will also be in a position to manage and coordinate projects, take up a position in industry, or engage in further Level 9 postgraduate studies, for example an Master of Business Administration (MBA) or an Masters in Applied Project Management.

Brief Synopsis of the Programmes

The Higher Diploma is a one-year full-time (two semesters) or eighteen months part-time programme (three semesters). It aims to provide learners with fundamental skills relating to project management and create, in the learner, a diversity of project-related skills necessary in today's competitive and evolving market. The programme aims to provide a holistic and dynamic project management education that will enable learners to develop practical knowledge and skills to initiate, plan execute and close projects, whilst also understanding how to deal with project management challenges and manage and build stakeholder relationships. The programme is designed as a conversion course for graduates who wish to add to their previous learning and experience and acquire project management skills to avail of future employment or further education opportunities.
The programme will be delivered in an innovative and flexible manner, consisting of lectures, workshops, group work, presentations, blended learning and guest speakers from industry and academia. The programme is aimed at learners who seek an underpinning in key project management theories and concepts as well as project management processes, tools, techniques and skills. The programme engenders an awareness of the importance of transferable and cross-enterprise skills and graduates will be apply to apply these skills to a range of contexts.

Teaching and Learning Modes	1. Lectures / Classes 2. Practical Sessions 3. Tutorials

Approved Countries	Ireland

Physical Resource Requirements

Lecture rooms with multimedia resources and physical resources suitable for working in breakout groups. Classroom / computer rooms with requisite software required for the delivery of the programme are detailed in each of the module descriptors and also in Section 8.

Staff Profiles	Qualifications and Experience	WTE
Lecturer	Level 8 or higher with relevant experience	1

Approved Centres	Centre	Minimum Number of Learners per Intake per Centre	Maximum Number of Learners per Intake per Centre
	38628L Dublin Business School	10	100

Additional Locations	Location Name	Minimum Enrolment per Annum	Maximum Enrolment per Annum
	N/A		

Learner Teacher Ratios	Learning Activity	Ratio
	Lecture	1:75
	Workshop	1:50
	Practical Lab	1:35
	Online Class (live)	1:75
	Online Tutorial (Interactive)	1:25

Programme being replaced by this Programme	Prog Code	Programme Title	Validated
	N/A		

Conditions of Validation of the Programmes Covered by this Certificate of Validation

Part 1: Statutory Conditions of Validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. Co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. Establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. Continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. Provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act)

Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1.The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

Part 2.3 General Condition of Validation

The provider of the programme shall:

1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.
3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writting, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.

9. Adhere to QQI regulations and procedures for certfication.

10. Notify QQI in writing without delay of: a. Any material change to the programme; a. Anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards; b. Anything that infringes the conditions of validation; or c. Anything that would be likely to cause QQI to consider reviewing the validation.

11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)) .

12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria

1.

Part 2.5 Special Conditions of Validation