

# CMI CERTIFICATIONS



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# CMI Certifications

**CMI Certifications** are globally recognised and show prospective employers that you have exceptional leadership skills and are committed to continuing professional development.

**CMI** courses are accredited by the Chartered Management Institute (CMI). Since 1947, the CMI has worked worldwide to inspire people to become skilled, confident and successful managers and leaders.



Studying a **CMI** course with the **Highland Learning Academy** is a fantastic way to achieve your professional development aims and demonstrate your abilities as a successful leader.

# CMI Certifications

Chartered Management Institute qualifications include professional membership to the CMI. These professional qualifications are available at three levels and are for those who currently or aspire to supervise or manage a team to achieve objectives.

SVQ level 3

SCQF level 5

## New & Aspiring Managers and Leaders

These qualifications are for those who currently or aspire to supervise or manage a team to achieve objectives.

SVQ level 5

SCQF level 8

## Senior & Experienced Managers

This suite of qualifications is aimed at experienced or senior managers. They are also ideal for those managing a department.

SVQ level 7

SCQF level 11

## Strategic Managers and Leaders

These qualifications are for strategic leaders and directors of an organisation who are responsible for the long-term direction and planning.

# CMI Level 3 in First Line Management and Leadership

SCQF level 5 

## CMI Certifications

### About this Qualification

This qualification is aimed at supervising or junior managers and has been designed to support the development of their knowledge and competence in managing individuals and teams.

This qualification will develop key skills, including :

- working with others
- managing oneself
- coordinating the work of others

It covers areas such as:

- Personal development as a first line manager
- Meeting stakeholder needs
- Managing and communicating information
- Identifying development opportunities
- Recruitment and selection process
- Meeting stakeholder needs
- Management communication

Level 3 Award	Level 3 Cert	Level 3 Diploma
£495.00	£795.00	£1,450.00

### Learners must complete at least :



1 Unit to a minimum of 40 TUT Hours to achieve an award



121 TUT hours to achieve a certificate



370 TUT hours to achieve a diploma

## CMI Certifications

### Example Units:

- Principles of leadership practice
- Managing people and developing relationships
- Managing equality, diversity and inclusion
- Principles of developing a skilled and talented workforce
- Managing conflict
- Principles of recruiting, selecting and retaining talent
- Managing projects to achieve results

# CMI Level 5 in Management and Leadership

## SCQF level 8



### About this Qualification

Aimed at practising or aspiring managers and leaders who are typically accountable to a senior manager or business owner. The primary role of a practising or aspiring manager and leader is to lead and manage individuals and teams to deliver aims and objectives in line with organisational strategy.

Roles and responsibilities may include :

- developing teams and individuals
- creating operational plans
- planning and managing projects
- managing change
- managing finance

Level 5 Award	Level 5 Cert	Level 5 Diploma
£595.00	£995.00	£1,995.00

### Learners must complete at least :



Combination of Units to a minimum of 40 TUT Hours to achieve an award



121 TUT hours to achieve a certificate



370 TUT hours to achieve a diploma



# CMI Level 7 Strategic Management and Leadership

SCQF level 11



## About this Qualification

Developed for directors and senior managers who have the responsibility to translate organisational strategy into effective performance, these qualifications require the manager to focus on the implementation of their organisational strategy.

This qualification requires managers to **M** build on their strategic management and leadership skills

Level 7 Award	Level 7 Cert	Level 7 Diploma
£695.00	£1,495.00	£2,395.00

## Learners must complete at least :



1 Unit to a minimum of 40 TQT Hours to achieve an award



140 TQT hours to achieve a certificate



370 TQT hours to achieve a diploma

## CMI Certifications

### Example Units:

- Lead your organisation
- Manage continuous improvement
- Identify and evaluate opportunities for innovation and improvement
- Develop and maintain your professional networks
- Implement and evaluate strategic business plans

# Payment Options

We offer different payment options to help get you started on your course. It is important to us that we provide you with courses to further your career without getting into financial difficulty.

## Spread the Cost of your Course:

You can opt to pay up front or over 6 or 12 months at 0% interest.

## Interest-Free

We believe learning should be affordable for everyone, so we don't charge any extra for spreading the cost of your course.

## Low Deposit

Get started right away for a low fee, or pay a bigger deposit to reduce your monthly payments.

## Flexible Payments

Pay of your course fees earlier by contributing extra, at no additional cost.

## Employer Invoicing

If your employer is paying for all or part of your course, we can invoice them directly.