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IRP Qualifications and prices See pages 11-15 of the prospectus for details

Level 2 Certificate in Recruitment Resourcing (CertRR)			
Distance Learning course start date	Fast Track course start date	Workshop date	Exam Date
12/11/18	17/12/18	05/02/19 - 07/02/19	07/02/19
04/02/19	25/03/19	30/04/19 - 02/05/19	02/05/19
13/05/19	01/07/19	06/08/19 - 08/08/19	08/08/19
12/08/19	30/09/19	05/11/19 - 07/11/19	07/11/19

Level 3 Certificate in Recruitment Practice (CertRP)			
Distance Learning course start date	Fast Track course start date	Workshop date	Exam Date
12/11/18	17/12/18	05/02/19 - 07/02/19	07/02/19
04/02/19	25/03/19	30/04/19 - 02/05/19	02/05/19
13/05/19	01/07/19	06/08/19 - 08/08/19	08/08/19
12/08/19	30/09/19	05/11/19 - 07/11/19	07/11/19

Level 3 Certificate in In-House Recruitment (CertIHR)			
Distance Learning course start date	Fast Track course start date	Workshop date	Exam Date
12/11/18	17/12/18	05/02/19 - 07/02/19	07/02/19
04/02/19	25/03/19	30/04/19 - 02/05/19	02/05/19
13/05/19	01/07/19	06/08/19 - 08/08/19	08/08/19
12/08/19	30/09/19	05/11/19 - 07/11/19	07/11/19

Level 4 Diploma in Recruitment Management (DipRM)		Exam Date
Unit 3-6: Understanding the principles of assessing people		02/05/19 07/11/19
Unit 4-1: Principles of recruitment sales		08/08/19 07/11/19
Unit 4-2: Principles of legal and ethical requirements in recruitment Unit 4-4: Principles of business management for recruitment (optional project) Unit 4-5: Principles of business development and account management in recruitment (optional) Unit 4-7: Understanding finance in recruitment (optional) Unit 4-8: Understanding people management in recruitment (optional) Unit 4-9: Principles of marketing in recruitment (optional project)		07/02/19 02/05/19 08/08/19 07/11/19
Unit 4-3: Principles of relationship management in recruitment		07/02/19 07/11/19
Unit 4-6: Principles of recruitment resource strategies Unit 4-10: Understanding recruitment contracts		07/02/19 02/05/19 08/08/19

Level 5 Diploma in Recruitment Leadership (DipRL)		Exam Date
Unit 5-1: Strategic business planning for recruitment Unit 5-4: Financial management in recruitment		07/02/19
Unit 5-2: Leading people and teams in recruitment Unit 5-3: Recruitment resource strategies		08/08/19
Unit 5-5: Client and stakeholder relationship management		07/11/19
Unit 4-2: Principles of legal and ethical requirements in recruitment		07/02/19 02/05/19 08/08/19 07/11/19
Unit 4-10: Understanding recruitment contracts		07/02/19 02/05/19 08/08/19
Optional Unit 5-6: Business governance		07/02/19 08/08/19
Optional Unit 5-7: International business considerations (project) Optional Unit 5-8: Recruitment bids and tenders (project) Optional Unit 5-9: Strategic business development (project) Optional Unit 5-10: Design recruitment processes (project) Optional Unit 5-11: Organisational development (project) Optional Unit 5-12: Advanced marketing for recruitment (project)		07/02/19 02/05/19 08/08/19 07/11/19

Prices (excluding VAT)	REC/IRP member	REC/IRP non-member
Level 2 Certificate in Recruitment Resourcing (CertRR)	£649	£649
Level 2 Fast-Track	£949	£949
Level 3 Certificate in Recruitment Practice (CertRP)	£649	£649
Level 3 Certificate in In-House Recruitment (CertIHR)	£649	£649
Level 3 Fast-Track	£949	£949
Level 4 Diploma in Recruitment Management (DipRM) MODULE	£435	£435
Level 4 Diploma in Recruitment Management (DipRM) ALL	£2,430	£2,430
Level 5 Diploma in Recruitment Leadership (DipRL) MODULE	£675	£675
Level 5 Diploma in Recruitment Leadership (DipRL) ALL	£4,500	£4,500
In-house – one-day no-customisation standard course	£1,795	£1,795

IRP Learning. We design and deliver courses covering all key elements for the professional recruiter. Choose your course, choose how to learn.

Quick key to locations

■ London ▲ Manchester ● Birmingham > Leeds * Glasgow ● Belfast ● Bristol * Swindon * Newcastle ● Edinburgh ▲ Aberdeen ► Cambridge

The locations, dates, times and availability of all courses and webinars are subject to change; for the latest information please visit www.rec-irp.uk.com/learning

Marketing and Sales

Start date	End date	Name of course	Location	Days
22/01/2019	22/01/2019	Successful Account Management	■ London	1
23/01/2019	23/01/2019	Consultative Selling	■ London	1
24/01/2019	24/01/2019	LinkedIn Masterclass	■ London	1
24/01/2019	24/01/2019	Telephone Sales	■ London	1
29/01/2019	29/01/2019	Business Development Planning	● Birmingham	1
07/02/2019	07/02/2019	Social Strategy and Branding	■ London	1
13/02/2019	13/02/2019	Telephone Sales	■ London	1
20/02/2019	20/02/2019	Business Development Planning	■ London	1
05/03/2019	05/03/2019	Customer Service for Recruiters	■ London	1
12/03/2019	12/03/2019	Successful Account Management	■ London	1
12/03/2019	12/03/2019	Telephone Sales	▲ Manchester	1
14/03/2019	14/03/2019	Business Development Planning	* Swindon	1
14/03/2019	14/03/2019	Develop and Win: Tenders & Large Contracts	■ London	1
19/03/2019	19/03/2019	LinkedIn Masterclass	■ London	1
28/03/2019	28/03/2019	Perfect Client Meeting	■ London	1
02/04/2019	02/04/2019	Consultative Selling	● Birmingham	1
03/04/2019	03/04/2019	Business Development Planning	● Birmingham	1
04/04/2019	04/04/2019	Social Strategy and Branding	■ London	1
18/04/2019	18/04/2019	Telephone Sales	■ London	1
02/05/2019	02/05/2019	LinkedIn Masterclass	● Birmingham	1
07/05/2019	07/05/2019	Successful Account Management	● Birmingham	1
14/05/2019	14/05/2019	Business Development Planning	► Newcastle	1
23/05/2019	23/05/2019	Telephone Sales	■ London	1
04/06/2019	04/06/2019	Social Strategy and Branding	● Birmingham	1
12/06/2019	12/06/2019	Telephone Sales	● Bristol	1
13/06/2019	13/06/2019	Perfect Client Meeting	■ London	1
18/06/2019	18/06/2019	Business Development Planning	■ London	1
25/06/2019	25/06/2019	Successful Account Management	■ London	1
02/07/2019	02/07/2019	Customer Service for Recruiters	■ London	1
04/07/2019	04/07/2019	Telephone Sales	■ London	1
09/07/2019	09/07/2019	Business Development Planning	> Leeds	1
10/07/2019	10/07/2019	Consultative Selling	■ London	1
11/07/2019	11/07/2019	LinkedIn Masterclass	■ London	1
18/07/2019	18/07/2019	Develop and Win: Tenders & Large Contracts	▲ Manchester	1
06/08/2019	06/08/2019	Social Strategy and Branding	■ London	1
13/08/2019	13/08/2019	Successful Account Management	■ London	1
15/08/2019	15/08/2019	Telephone Sales	■ London	1
20/08/2019	20/08/2019	Business Development Planning	■ London	1
10/09/2019	10/09/2019	Telephone Sales	● Belfast	1
11/09/2019	11/09/2019	Perfect Client Meeting	▲ Manchester	1
12/09/2019	12/09/2019	Telephone Sales	● Belfast	1
17/09/2019	17/09/2019	LinkedIn Masterclass	■ London	1
19/09/2019	19/09/2019	Successful Account Management	> Leeds	1
24/09/2019	24/09/2019	Business Development Planning	▲ Manchester	1
02/10/2019	02/10/2019	Successful Account Management	■ London	1
08/10/2019	08/10/2019	Telephone Sales	■ London	1
10/10/2019	10/10/2019	Consultative Selling	> Leeds	1
15/10/2019	15/10/2019	Business Development Planning	■ London	1
17/10/2019	17/10/2019	Social Strategy and Branding	■ London	1
12/11/2019	12/11/2019	Business Development Planning	● Edinburgh	1
14/11/2019	14/11/2019	Successful Account Management	● Bristol	1
18/11/2019	18/11/2019	Telephone Sales	■ London	1
20/11/2019	20/11/2019	Customer Service for Recruiters	■ London	1
21/11/2019	21/11/2019	LinkedIn Masterclass	● Glasgow	1
03/12/2019	03/12/2019	Perfect Client Meeting	■ London	1
03/12/2019	03/12/2019	Telephone Sales	● Birmingham	1
05/12/2019	05/12/2019	Social Strategy and Branding	▲ Manchester	1
10/12/2019	10/12/2019	Business Development Planning	■ London	1
12/12/2019	12/12/2019	Develop and Win: Tenders & Large Contracts	■ London	1

Legal, Ethics and Compliance



Start date	End date	Name of course	Location	Days
31/01/2019	31/01/2019	Recruitment Law: Understanding the Essentials	■ London	1
06/02/2019	06/02/2019	Recruitment Law: Supplying Limited Company Contractors	■ London	0.5
20/02/2019	20/02/2019	Recruitment Law: Understanding the Essentials	* Swindon	1
21/02/2019	21/02/2019	Recruitment Law: Supplying Limited Company Contractors	* Swindon	0.5
06/03/2019	06/03/2019	Recruitment Law: GDPR	■ London	0.5
07/03/2019	08/03/2019	Recruitment Law: Understanding the Essentials	■ London	2
09/04/2019	09/04/2019	Recruitment Law: Understanding the Essentials	● Birmingham	1
30/04/2019	30/04/2019	Recruitment Law: Managing PAYE Temp Workers	■ London	1
01/05/2019	01/05/2019	Recruitment Law: Supplying Limited Company Contractors	■ London	0.5
02/05/2019	02/05/2019	Recruitment Law: GDPR	■ London	0.5
16/05/2019	16/05/2019	Recruitment Law: Understanding the Essentials	■ London	1
23/05/2019	23/05/2019	Recruitment Law: Supplying Limited Company Contractors	> Leeds	0.5
20/06/2019	21/06/2019	Recruitment Law: Understanding the Essentials	■ London	2
11/07/2019	11/07/2019	Recruitment Law: Understanding the Essentials	▲ Manchester	1
04/09/2019	04/09/2019	Recruitment Law: GDPR	■ London	0.5
19/09/2019	19/09/2019	Recruitment Law: Understanding the Essentials	■ London	1
25/09/2019	26/09/2019	Recruitment Law: Understanding the Essentials	► Cambridge	2
21/08/2019	21/08/2019	Recruitment Law: Understanding the Essentials	■ London	1
26/09/2019	26/09/2019	Recruitment Law: Supplying Limited Company Contractors	● Edinburgh	0.5
08/10/2019	08/10/2019	Recruitment Law: GDPR	■ London	0.5
09/10/2019	09/10/2019	Recruitment Law: Managing PAYE Temp Workers	■ London	1
10/10/2019	10/10/2019	Recruitment Law: Understanding the Essentials	● Edinburgh	1
16/10/2019	16/10/2019	Recruitment Law: Supplying Limited Company Contractors	● Birmingham	0.5
06/11/2019	06/11/2019	Recruitment Law: Supplying Limited Company Contractors	■ London	0.5
07/11/2019	08/11/2019	Recruitment Law: Understanding the Essentials	■ London	2
05/12/2019	05/12/2019	Recruitment Law: Understanding the Essentials	■ London	1

Professional Development

Start date	End date	Name of course	Location	Days
16/01/2019	16/01/2019	Webinar – Coaching	Online	
29/01/2019	30/01/2019	Advanced Management Skills	■ London	2
13/02/2019	14/02/2019	Balancing Act	■ London	2
20/03/2019	21/03/2019	Management Essentials	■ London	2
09/04/2019	10/04/2019	Management Essentials	● Bristol	2
17/04/2019	18/04/2019	Balancing Act	● Glasgow	2
21/05/2019	22/05/2019	Balancing Act	■ London	2
05/06/2019	06/06/2019	Management Essentials	● Birmingham	2
19/06/2019	20/06/2019	Advanced Management Skills	▲ Manchester	2
26/06/2019	27/06/2019	Management Essentials	■ London	2
16/07/2019	17/07/2019	Balancing Act	■ London	2
04/09/2019	05/09/2019	Management Essentials	● Glasgow	2
18/09/2019	19/09/2019	Balancing Act	● Birmingham	2
24/09/2019	25/09/2019	Management Essentials	■ London	2
23/10/2019	24/10/2019	Management Essentials	* Newcastle	2
20/11/2019	21/11/2019	Balancing Act	■ London	2
26/11/2019	27/11/2019	Advanced Management Skills	■ London	2
03/12/2019	04/12/2019	Management Essentials	■ London	2

Recruitment



Start date	End date	Name of course	Location	Days
30/01/2019	30/01/2019	Essential Skills for Temporary Recruiters	> Leeds	1
31/01/2019	31/01/2019	Essential Skills for Permanent Recruiters	> Leeds	1
12/02/2019	12/02/2019	Interviewing Skills	■ London	1
19/02/2019	19/02/2019	Candidate Sourcing and Management	■ London	1
26/02/2019	27/02/2019	Introduction to Recruitment Practice	■ London	2
27/02/2019	27/02/2019	Essential Skills for Temporary Recruiters	■ London	1
28/02/2019	28/02/2019	Essential Skills for Permanent Recruiters	■ London	1
15/03/2019	15/03/2019	Webinar – Top Tips for AIRP	Online	
19/03/2019	20/03/2019	Introduction to Recruitment Practice	● Bristol	2
26/03/2019	26/03/2019	Essential Skills for Temporary Recruiters	● Belfast	1
27/03/2019	27/03/2019	Essential Skills for Permanent Recruiters	● Belfast	1
09/04/2019	09/04/2019	Interviewing Skills	■ London	1
10/04/2019	10/04/2019	Essential Skills for Temporary Recruiters	■ London	1
11/04/2019	11/04/2019	Essential Skills for Permanent Recruiters	■ London	1
16/04/2019	17/04/2019	Introduction to Recruitment Practice	■ London	2
16/04/2019	16/04/2019	Candidate Sourcing and Management	► Newcastle	1
08/05/2019	09/05/2019	Introduction to Recruitment Practice	● Birmingham	2
05/06/2019	05/06/2019	Essential Skills for Temporary Recruiters	■ London	1
06/06/2019	06/06/2019	Essential Skills for Permanent Recruiters	■ London	1
11/06/2019	12/06/2019	Introduction to Recruitment Practice	■ London	2
13/06/2019	13/06/2019	Interviewing Skills	* Swindon	1
03/07/2019	03/07/2019	Interviewing Skills	■ London	1
09/07/2019	09/07/2019	Essential Skills for Temporary Recruiters	● Bristol	1
10/07/2019	10/07/2019	Essential Skills for Permanent Recruiters	● Bristol	1
11/07/2019	11/07/2019	Candidate Sourcing and Management	■ London	1
13/08/2019	14/08/2019	Introduction to Recruitment Practice	■ London	2
21/08/2019	21/08/2019	Essential Skills for Temporary Recruiters	■ London	1
22/08/2019	22/08/2019	Essential Skills for Permanent Recruiters	■ London	1
10/09/2019	10/09/2019	Essential Skills for Temporary Recruiters	▼ Aberdeen	1
11/09/2019	11/09/2019	Essential Skills for Permanent Recruiters	▼ Aberdeen	1
12/09/2019	12/09/2019	Interviewing Skills	> Leeds	1
15/09/2019	15/09/2019	Essential Skills for Temporary Recruiters	► Newcastle	1
16/09/2019	16/09/2019	Essential Skills for Permanent Recruiters	► Newcastle	1
17/09/2019	18/09/2019	Introduction to Recruitment Practice	> Leeds	2
26/09/2019	26/09/2019	Candidate Sourcing and Management	● Bristol	1
15/10/2019	16/10/2019	Introduction to Recruitment Practice	■ London	2
17/10/2019	17/10/2019	Interviewing Skills	■ London	1
22/10/2019	22/10/2019	Essential Skills for Temporary Recruiters	■ London	1
23/10/2019	23/10/2019	Essential Skills for Permanent Recruiters		