ASSESSMENT STRUCTURE

A model of continuous in-course assessment will be applied to all courses within this programme. Students will be assessed at different intervals over the duration of each course which may include written examinations. Assignments may also include but are not limited to case-based activities, practical assignments, presentations and other projects.

HOW DO I APPLY?

Participants should have completed the CPE programme in Procurement Management. Alternately, students who possess an Associate degree or higher qualification in the Social Sciences may also apply. Kindly contact an Open Campus Site location nearest to you for further information on the application process.

HOW MUCH WILL THIS PROGRAMME COST?

The cost for this programme may be obtained at Open Campus Country Sites. Please visit your nearest Open Campus Site for further information on pricing.

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How do I get further information?
Contact an Open Campus Country Site nearest to you. The Open Campus operates in sixteen (16) countries throughout the English Speaking Caribbean.

For a full list of CPE Programmes visit
www.open.uwi.edu/cpe/home

Canada

Support for this development is provided to The UWI Open Campus by the Government of Canada under the Strengthening Distance Education in the Caribbean (SDEC) Project

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PROFESSIONAL EDUCATION (CPE)

CPE

Certificate in Advanced Procurement Management

CPE CERTIFICATE IN ADVANCED PROCUREMENT MANAGEMENT

ABOUT THIS PROGRAMME

The Continuing and Professional Education (CPE) Certificate in Advanced Procurement Management will be delivered through 120 contact hours. Participants will explore various alternative and supporting strategies for optimising procurement decisions, such as: risk management, performance auditing, strategic sourcing, international procurement, electronic procurement (e-procurement) and fraud identification and treatment.

By the end of the programme, participants will be able to:

- Discuss the various approaches to sourcing and management of suppliers
- Examine the international procurement process
- Discuss the application of electronic procurement
- Examine the competitiveness of the procurement function in organisations
- Explain the procurement legal framework for international procurement and e-procurement

WHO IS THIS PROGRAMME FOR?

This CPE Certificate in Advanced Procurement Management will aid those aspiring to become procurement professionals and those who monitor, evaluate and give oversight to the procurement process such as Managers, Auditors and the Executive Management team.

PROGRAMME STRUCTURE

The programme consists of four courses. These may be taken together for the completion of the Certificate or participants may be permitted to complete any course for the award of the Continuing Education Units (CEUs).

- Procurement Risk Management
- Strategic Sourcing & International Procurement
- Performance Audit
- E-Procurement

Procurement Risk Management [3.0 CEUs]: This course on risk management introduces the definition of risk, the purpose of risk management and discusses steps towards the effective management of risks in the procurement process. Participants will be required to undertake simulated risk and fraud analyses using various methodologies.

Strategic Sourcing & International Procurement [3.0 CEUs]: In this course, participants will learn to evaluate procurement activities to make decisions related to sourcing strategies and whether to use existing or new sources. Participants will be provided with the means to make an analysis on whether it is more cost-effective to procure nationally, internationally or globally.

Performance Audit [3.0 CEUs]: This course provides participants with the principles and practices of procurement audits and investigations. Participants will be provided with practical ways to monitor, evaluate, audit, control and manage the procurement performance.

ICT and E-Procurement [3.0 CEUs]: Participants will learn how ICT can be used as a strategic tool for improvements in the procurement cycle and how interconnection between internal and external partners can create advantageous prerequisites for optimisations of the entire process.

THE CONTINUING EDUCATION UNIT (CEU)

The CEU is an international system of measuring, recognising, and recording individuals' participation in non-credit continuing educational programmes.

It is designed to give recognition to individuals continuing their education, wishing to keep up-to-date in their chosen fields, or entering a career field at a very basic level.

The international standard, as advocated by the International Association for Continuing Education and Training (IACET), to measure continuing education activities is, 1 CEU represents 10 contact or instructional hours of learner engagement in a learning activity leading to specified learning outcomes.

CEUs are calculated in a somewhat similar manner to the traditional credits where a 3 credit course requires 39 contact hours. In the case of CEUs, 3 CEUs require 30 contact hours.

No. courses/ programme	Maximum Contact Hours	No. of CEUs Awarded
1 course	30	3.0
2 courses	60	6.0
3 courses	90	9.0
4 courses	120	12.0

Building the Workforce for the Future