



Higher Certificate in Project Management (HCPM500)

**FACT
SHEET**

Welcome to CIAFS

Higher Certificate in Project Management

The Higher Certificate in Project Management equips students with foundational knowledge and applied skills relevant to the field of project management.

Designed to meet the growing demand for qualified project coordinators and entry-level project managers across various sectors, this qualification provides theoretical grounding and practical tools in project planning, execution, monitoring, and control.

It is structured to support progression into advanced project management roles or further study in management and business qualifications.



Modules

* Prescribed textbooks, must be obtained by students at their own cost prior to the commencement of their studies

Module Codes	Description	Credits	Semester
HCPM501	Introductory Studies for Project Managers	3	1
HCPM502	Project Integration Management	3	1
HCPM503	Project Scope Management	3	2
HCPM504	Project Time Management	3	2
HCPM505	Project Cost Management	3	2
HCPM506	Project Quality Management	3	2
HCPM507	Project Human Resource Management	3	2
HCPM508	Project Communications Management	3	2
HCPM509	Project Risk Management	3	2
HCPM510	Project Procurement Management	3	2
HCPM511	Project Stakeholder Management	3	2
BC100	Business Communication	3	1
FACC102	Fundamentals of Accounting	3	1



Assessment

- Continuous assessment (assignments, projects, and quizzes)
- Summative assessment (tests and examinations)
- No practical or workplace-based component

Outcomes

Upon completion of the qualification, graduates will be able to:

- Apply fundamental project management concepts, principles, and techniques.
- Demonstrate competence in planning, executing, and closing projects.
- Coordinate project resources and stakeholders effectively.
- Communicate professionally in a business environment.
- Apply basic financial and accounting principles in a project context.

Admission Requirements

- National Senior Certificate (NSC) or equivalent at NQF Level 4.
- Recognition of Prior Learning (RPL) in line with institutional policy.

Purpose of the Qualification

To provide students with:

- A structured introduction to project management principles and practices.
- Competence in managing scope, time, cost, quality, resources, communication, risk, procurement, and stakeholder engagement.
- Foundational business and communication skills that enhance employability.
- An opportunity to articulate into diploma or degree programs in management-related fields.



Articulation Options

Graduates can articulate horizontally or vertically into:

- Diploma in Project Management
- Bachelor of Business Administration
- Bachelor of Commerce (with project management or operations elective)

Career Opportunities

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Graduates may pursue entry-level roles such as:

- Project Coordinator
- Junior Project Manager
- Project Administrator
- Project Support Officer