

INTRODUCTION

The CIPS certification in Procurement and Supply is a globally recognized qualification offered by The Chartered Institute of Procurement & Supply body based in the United Kingdom. CIPS is the world's largest organisation dedicated to the Procurement profession, with a global community of over 200,000. CIPS qualifications are globally recognised as the drivers of leading-edge thinking and professionalism, leading to award of MCIPS and beyond.

There are four (4) levels of certification that are offered at SBCS; the Advanced Certificate, Diploma, Advanced Diploma and Professional Diploma in Procurement and Supply.

CIPS – EXAMINATIONS

Exams are held in March, May, July and November each year. Examination fees are updated via the CIPS website and will be confirmed by CIPS during the semester.

- ✓ All foreign fees are payable in 'Sterling Silver Pounds' (£) only. Course Administrators will advise on methods of payment.
- ✓ All local fees are payable to 'SBCS Global Learning Institute Ltd.' via **LINX, CREDIT CARD or CHEQUE** only.

TUITION

- ✓ SBCS registration and tuition fees are payable upon registration (payment plan options available, contact Course Administration for further details)

SBCS Registration:

\$ 350.00 payable at the start of each semester (**non-refundable**)

Books:

Study Guides, eBooks and eLearning material are available for purchase via the CIPS website:

<https://www.cips.org/en/learn/books/>

Foreign Fees

CIPS Registration:

£199.00 first-time CIPS students

CIPS Membership Renewal:

£145.00 **continuing students only**

CIPS Examination fees:

(Objective Response) £93.00 per subject

(Constructive Response) £128.50 per subject

*****Fees subject to review by CIPS**

ENTRY REQUIREMENTS/STRUCTURE

ADVANCED CERTIFICATE IN PROCUREMENT AND SUPPLY OPERATIONS

| REQUIREMENTS: | CODE | EXAM TYPE | UNIT | Cash Price | CREDIT PRICE |
|-------------------------|---|-----------|---|------------|--------------|
| - No entry requirements | L3M1 | OR | Procurement and Supply Environments | \$1300.00 | \$1450.00 |
| | L3M2 | OR | Ethical Procurement and Supply | \$1300.00 | \$1450.00 |
| | L3M3 | OR | Contract Administration | \$1300.00 | \$1450.00 |
| | L3M4 | OR | Team Dynamics and Change | \$1300.00 | \$1450.00 |
| | Plus One elective from the following | | | | |
| | L3M5 | OR | Socially Responsible Procurement | \$1300.00 | \$1450.00 |
| | L3M6 | OR | Socially Responsible Warehousing and Distribution | \$1300.00 | \$1450.00 |

DIPLOMA IN PROCUREMENT AND SUPPLY

| REQUIREMENTS: | CODE | EXAM TYPE | UNIT | CASH PRICE | CREDIT PRICE |
|---|------|-----------|--------------------------------------|------------|--------------|
| - 2 A' Levels/CAPE equivalent - At least two (2) years' work experience in a business environment - Advanced Certificate in Procurement and Supply Operations | L4M1 | CR | Scope & Influence of Procurement and | \$1800.00 | \$1950.00 |
| | L4M2 | OR | Defining Business Needs | \$1000.00 | \$1150.00 |
| | L4M3 | OR | Commercial Contracting | \$1000.00 | \$1150.00 |
| | L4M4 | OR | Ethical and Responsible Sourcing | \$1000.00 | \$1150.00 |
| | L4M5 | OR | Commercial Negotiation | \$1000.00 | \$1150.00 |
| | L4M6 | OR | Supplier Relationships | \$1000.00 | \$1150.00 |
| | L4M7 | OR | Whole Life Asset Management | \$1000.00 | \$1150.00 |
| | L4M8 | CR | Procurement & Supply in Practice | \$1800.00 | \$1950.00 |

ADVANCED DIPLOMA IN PROCUREMENT AND SUPPLY

| REQUIREMENTS: | CODE | EXAM TYPE | UNIT | CASH PRICE | CREDIT PRICE |
|-------------------------------------|--|-----------|--|------------|--------------|
| – Diploma in Procurement and Supply | L5M1 | CR | Managing Teams and Individuals | \$1700.00 | \$1900.00 |
| | L5M2 | OR | Managing Supply Chain Risk | \$1150.00 | \$1300.00 |
| | L5M3 | OR | Managing Contractual Risk | \$1150.00 | \$1300.00 |
| | L5M4 | CR | Advanced Contract and Financial Management | \$1700.00 | \$1900.00 |
| | L5M5 | OR | Managing Ethical Procurement and Supply | \$1150.00 | \$1300.00 |
| | Plus THREE electives from the following | | | | |
| | L5M6 | OR | Category Management | \$1150.00 | \$1300.00 |
| | L5M7 | OR | Achieving Competitive Advantage through the Supply Chain | \$1150.00 | \$1300.00 |
| | L5M8 | OR | Project and Change Management | \$1150.00 | \$1300.00 |
| | L5M9 | OR | Operations Management | \$1150.00 | \$1300.00 |
| | L5M10 | OR | Logistics Management | \$1150.00 | \$1300.00 |
| | L5M15 | OR | Advanced Negotiations | \$1150.00 | \$1300.00 |

PROFESSIONAL DIPLOMA IN PROCUREMENT AND SUPPLY

| REQUIREMENTS: | CODE | EXAM TYPE | UNIT | CASH PRICE | CREDIT |
|--|--|-----------|--|------------|------------|
| – Advanced Diploma in Procurement and Supply | L6M1 | CR | Strategic Ethical Leadership | \$2200.00 | \$ 2500.00 |
| | L6M2 | CR | Global Commercial Strategy | \$2200.00 | \$ 2500.00 |
| | L6M3 | CR | Global Strategic Supply Chain Management | \$2200.00 | \$ 2500.00 |
| | L6M4 | CR | Future Strategic Challenges for the Profession | \$1350.00 | \$1500.00 |
| | Plus THREE electives from the following | | | | |
| | L6M5 | OR | Strategic Programme Leadership | \$1350.00 | \$1500.00 |
| | L6M7 | OR | Commercial Data Management | \$1350.00 | \$1500.00 |
| | L6M8 | OR | Innovation in Procurement and Supply | \$1350.00 | \$1500.00 |
| | L6M9 | OR | Supply Network Design | \$1350.00 | \$1500.00 |
| | L6M10 | OR | Global logistics Strategy | \$1350.00 | \$1500.00 |



SBCS GLOBAL LEARNING INSTITUTE LTD
Champs Fleurs campus
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Email: cubp@sbc.edu.tt
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Payment plans requested would be based on the credit prices noted above.

A down payment of 50% of the payable tuition value plus the Admin fee will be required upon registration.

Single paper: 50% down and one monthly instalment.

Two papers: 50% down and two monthly instalments

Three-Four papers: 50% down and three-monthly instalments.

Please note the following as it relates to refunds on payments and withdrawals:

(A) Requests for refunds or Withdrawals on diploma, degree and professional Programmes must be made within one (1) month of the start of classes.

(B) Refunds on, diploma, degree and professional Programmes are subject to an administrative charge of 25% of the tuition cost/module(s)/course fee OR \$500 per module/course, whichever is greater. **Registration fees are non-refundable.**

(C) Students in receipt of exemptions after registering for a course qualify for a refund subject to conditions (A) and (B).

(D) A **15% Penalty Fee** will apply to instalments not paid on the agreed due date unless prior approval to defer is received from the Finance Department.

(E) It is understood that should you fail to meet your payment obligations, SBCS reserves the right to deny you access to face-to-face or online classes; to restrict your access to online resources and to withhold certificates and awards until payment is made in full.



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FURTHER INFORMATION

For any questions on this programme, please contact our Centre for Undergraduate Business Programmes (CUBP) department via the following:

SBCS Champs Fleurs Campus

Email: cubp@sbc.edu.tt

Phone: 663-7227 Ext. 1040, 1044 – 1047

Mobile: 769 – 5400, 769-5128

Website: www.sbc.edu.tt

Please access the following links and attached document for additional information.

<http://cips.org/en/membership/>

<http://cips.org/en/qualifications/about-cips-qualifications/>

<http://cips.org/en/qualifications/student-zone/>