

# CQHRM Programme

## Frequently Asked Questions (FAQs)



### 1. What does CQHRM stand for?

- **Chartered Qualification in Human Resource Management (CQHRM)**

### 2. What is the uniqueness of the CQHRM?

- a. A Globally recognized CIPD UK Membership
- b. A composite model
- c. Chartered Qualification with a distinct difference
- d. 10 Competencies
- e. subjects are mapped to the competencies.
- f. correlation between the competencies, and core behaviors
- g. A comprehensive syllabus outline.

### 3. What is the duration of the CQHRM Programme?

- **3 Years, inclusive of assessments.**

### 4. What is the composition of the CQHRM Composite Model?

- **Four (4) levels.**

### 5. What are those levels?

- a. Advanced Certificate in HRM (ACHRM)
- b. Diploma in Professional HRM (DPHRM)
- c. Chartered Intermediate in HRM (CIHRM)
- d. Chartered Qualification in HRM (CQHRM)

### 6. What is the duration of each level?

- a. Advanced Certificate in HRM – 3.5 Months
- b. Diploma in Professional HRM – 12 Months
- c. Chartered Intermediate in HRM – 11 Months
- d. Chartered Qualification in HRM – 10.5 Months-with Research Report (without Research 7.5 months)

## 7. What are the entry qualifications?

### a. Advanced Certificate in HRM

- i. CIPM FCHRM with O/L six passes,
- ii. G.C.E. A/L Three passes
- iii. G.C.E. O/L six passes plus one year working experience
- iv. Students following any other professional qualification

### b. Diploma in Professional HRM

- i. Successful completion of the Advanced Certificate in HRM (ACHRM)/ CCHRM OR
- ii. Undergraduates OR
- iii. G.C.E. A/L with 1-year executive experience OR
- iv. Successful completion of other professional qualifications
- v. All those with Managerial experience OR
- vi. G.C.E. O/L with 5 years' executive experience

### c. Chartered Intermediate in HRM

- i. Diploma in Professional HRM (DPHRM) / DHRM at CIPM
- ii. MBA/MSc with one HR module and 1 years HR experience OR
- iii. Advanced Diploma in Human Resource Management with 3 years HR experience
- iv. SLAS officers with over five years of working experience and a Degree and a Diploma in Public Administration
- v. HRM/HCM Undergraduates
- vi. Non-HR graduate with 2 Years of HR Experience

### d. Chartered Qualification in HRM

#### 7.5 MONTHS\* + RESEARCH

- i. Successfully completion of PQHRM Strategic Level 01 OR CIHRM' completed student
- ii. HRM / HCM Graduates

#### Exemption Programme: 6 MONTHS

- i. PQHRM, CIPM (Exemption level)
- ii. MBA HRM/MSc HRM
- iii. 10 years' experience in HR, of which 3 years or more should be at senior management level plus an MBA/Masters in any discipline with one HR/HCM module.
- iv. NDHRM with 8 years managerial experience in HR

## 8. What is the course fee for each level?

- a. Advanced Certificate in HRM – LKR 68,000
- b. Diploma in Professional HRM – LKR 147,000
- c. Chartered Intermediate in HRM – LKR 134,000 + Exemption Fee: LKR 50,000\*
- d. Chartered Qualification in HRM – LKR 154,000 + Exemption Fee: LKR 60,000\*

\*Exemption fee added for direct applicants only

## 9. How many subjects are included in the CQHRM?

- 96 Subjects spread across each level and each competency.
- Breakdown

ACHRM	17
DPHRM	27
CIHRM	28
CQHRM Final	24

## 10. How many assessments are included in the CQHRM?

- Advanced Certificate in HRM – 3
- Diploma in Professional HRM - 14
- Chartered Intermediate in HRM - 13
- Chartered Qualification in HRM – 12

Total – 41 (Annexure 02)

## 11. Is possessing HR experience mandatory to obtain the CQHRM qualification??

- Yes.

## 12. If so, how many years of HR experience are required?

02 years' experience in HRM function with at least one Key Result Area (KRA) in HRM is a mandatory requirement.

## 13. What type of qualification does a non-HR student receive on completion of CQHRM?

If not, student will be awarded the qualification as the passed finalist of CQHRM. After obtaining 2 years of HR experiences student will be able to obtain the CQHRM Qualification.

## 14. Exemptions applicable for CQHRM

Qualification	Exempted Level	Entry Level
i. CIPM, CCHRM <b>OR</b> ii. Undergraduates <b>OR</b> iii. A/L and one-year executive level experience <b>OR</b> iv. O/L and 5 years' executive level working experience <b>OR</b> v. All those with Managerial experience <b>OR</b> vi. Successful completion of other professional qualifications	ACHRM	DPHRM
i. HRM/HCM Undergraduate <b>OR</b> ii. SLAS officers with over five years of working experience and a Degree and a Diploma in Public Administration <b>OR</b> iii. MBA/MSc with one HR module and 1 years HR experience <b>OR</b> iv. Advanced Diploma in Human Resource Management with 3 years HR experience <b>OR</b> v. Non-HR graduate with 2 Years of HR Experience	DPHRM	CIHRM
i. MBA HRM/MSc HRM <b>OR</b> ii. PQHRM, CIPM <b>OR</b> iii. PQHRM Strategic Level-I, CIPM <b>OR</b> iv. HRM / HCM Graduates <b>OR</b> v. 10 years' experience in HR, of which 3 years or more should be at senior management level plus an MBA/Masters in any discipline with one HR/HCM module <b>OR</b> vi. NDHRM with 8 years managerial experience in HR	CIHRM	CQHRM

## 15. What is the medium of instructions?

	Lecture Delivery	Study Materials	Assessments
ACHRM	English/ Sinhala	English/ Sinhala	English/ Sinhala
DPHRM	English/ Sinhala	English/ Sinhala	English/ Sinhala
CIHRM	English/ Sinhala	English	English/ Sinhala
CQHRM Final	English	English	English

## 16. How do I obtain the CIPM Membership post CQHRM?

Students who have Completed CQHRM together with 3 Years' executive-level experience in HRM/ HRD covering at least 3 KRAs of HRM **or** 3 Years' experience as a Fulltime Consultant in HRM/HRD covering at least 3 KRAs of HRM can apply for Associate Membership. Students who haven't Working experience can apply for Affiliate membership.

## 17. What is CIPD and its recognition?

The Chartered Institute of Personnel Development (CIPD) is the main professional body in the UK to accredit and award professional human resources (HR) qualifications. The CIPD's qualifications are the recognized professional standard for HR and training specialists working across the UK's public, private and charity sectors. CIPD (Chartered Institute of Personnel and Development) is an independent professional body committed to improving working lives by providing the best guidance and training for those working in HR (Human Resources) or L&D (Learning and Development) roles.

CIPM's chartered qualification in HRM (CQHRM) has been accredited by CIPD UK and now CIPM Sri Lanka is a CIPD Approved Centre.

## 18. What is the process of obtaining the CIPD Membership?

(Please refer to Annexure 3)

For More Details Refer the below link (CIPD FAQs)

<https://www.cipmlk.org/chartered-institute-of-personnel-development-cipd/>

## 19. What is the New CIPD membership fee Structure?

Membership Duration	Subscription Period	Valid Until	Joining Fee	Student Membership Fee	Total Investment
6 Months	01 January – 31 March (2026)	End of June 2026	£40	£57	£97
12 Months	01 July – 30 December (2025)	End of June 2026	£40	£113	£153
15 Months	01 April – 30 June (2025)	End of June 2026	£40	£137	£177
18 Months	01 January – 31 March (2026)	End of June 2027	£40	£170	£210

# Common Questions

## 20. On completion of CQHRM, what is the level of CIPM membership that can be obtained?

CQHRM qualified students are eligible for Affiliate Membership. They should forward the duly filled in membership application with relevant documents.

To apply for Associate membership, students must have CQHRM with three years of Executive level experience.

## 1. What are the benefits of CIPD Membership?

CIPD membership is internationally recognized in the people profession. It showcases your knowledge, behaviors, and impact in today's workplace, and demonstrates your commitment to the highest professional standards. Throughout your career in the people profession. Whether you're just starting out, or you're working in a senior position, we'll support and encourage your development and learning and ensure you're professionally recognized for your skills and abilities.

## 2. What are the universities that accept PQHRM/CQHRM for their MBA programmes? (With relevant work experience as required by the respective university)

- I. Open University of Sri Lanka
- II. Horizon Campus
- III. University of Ruhuna
- IV. Sabaragamuwa University of Sri Lanka
- V. NSBM - National School of Business Management
- VI. University of Vavuniya
- VII. University of Uwa Wellassa
- VIII. University of Rajarata
- IX. University of Jaffna
- X. University of Wayamba
- XI. Eastern University Sri Lanka
- XII. KIU - KAATSU International University
- XIII. University of Kelaniya
- XIV. Peradeniya University
- XV. KDU - Kothalawala Defence University
- XVI. University of Sri Jayawardhanapura

## 3. Are there education loans to support financially when applying for CQHRM?

YES (Letters can be issued at the request of students). Further Credit card facilities from leading banks are also available.

#### 4. What are my career prospects after completing CQHRM?

After completing the ACHRM, which is the first step in the CQHRM programme, students can become a trainee or Intern in a selected organization. With progression within the course structure to DPHRM and CIHRM, students will enhance their professional outlook and thereafter clinch the Chartered Qualification in HRM. The corporate world will recognize the Chartered HR Qualification, which will make Chartered Graduates an automatic choice for selection to HRM jobs.

#### 5. Can I get my employer to sponsor me for CQHRM?

Yes, a fair number of our students have obtained sponsorship from their employer. You may receive sponsorship in keeping with your Organizational policies. In certain state/private sector Organizations, this is an essential pre-requisite for the career advancement of HR professionals.

#### 6. Will there be a convocation to award my CQHRM?

Yes, all CQHRM passed finalists will be awarded their qualification at the annual CIPM Graduation.

#### 7. What if I fail a subject? Can I re-sit? Is there a time limit?

Yes, the student can re-sit the examination. A student should complete all academic requirements as per blow chart.

Study Programme	Validity Period (Years)
Short Term Programmes (FCHRM, ACHRM, ECEL, ECHRA, ECRM)	1
Long Term Programmes (DPHRM, CIHRM, CQHRM Final, DTHRD, DL&D, DOSH, DIREL)	2

#### 8. Are all students permitted to access the CIPM Knowledge center?

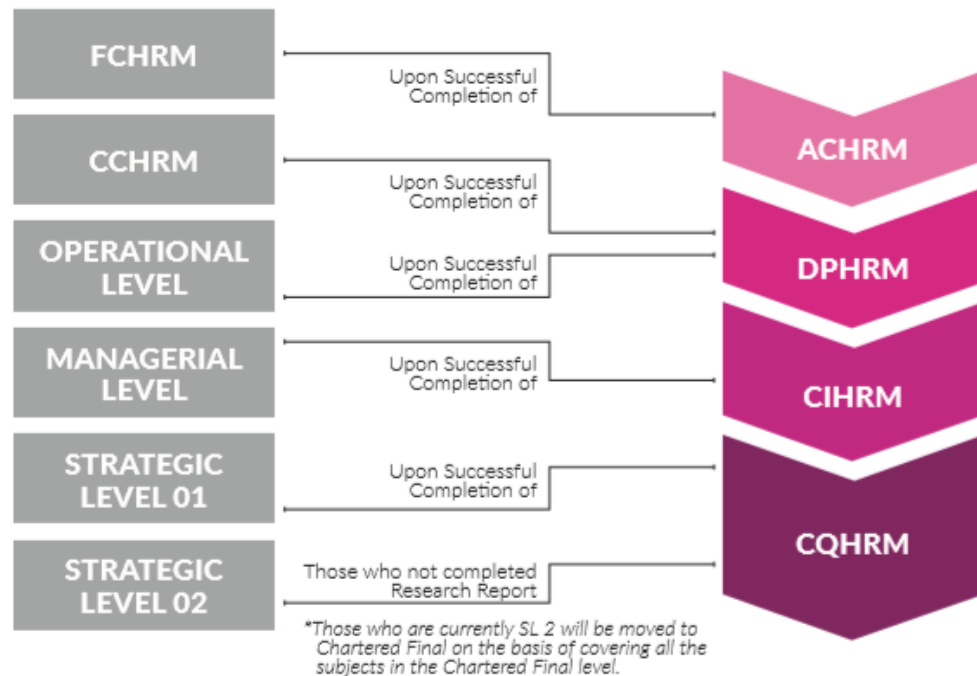
Library (Knowledge Centre) facilities are available in all branches. All students have free access to the physical library and online library. As a premium HR institute, The CIPM Knowledge Center has a wide range of HR books.

#### 9. What is the future of HRM?

The future of HRM is digital, strategic, and people-focused—driven by analytics, AI, employee well-being, and global talent mobility. HR professionals will lead change, foster inclusive cultures, and align people strategies with business goals. CIPM prepares learners for this evolving role through globally recognized, future-ready programmes.

## 10. Annexure 01

# CUTOVER FROM CURRENT SYLLABUS TO NEW SYLLABUS





## 11. Annexure 02

ASSESSMENTS	Advanced Certificate in HRM (ACHRM)	Diploma in Professional HRM (DPHRM)	Chartered Intermediate in HRM (CIHRM)	Chartered Qualification in HRM (CQHRM)	
Open Book 03 hours QP	0	0	2	1	3
Closed Book 03 Hours QP	1	0	3	0	4
Closed Book 02 Hours QP	0	3	0	1	4
Individual Assignment	0	4	1	1	6
Case Study	1	5	3	3	12
Group Presentation	0	2	1	2	5
Individual Presentation	0	0	2	2	4
Project Report	1	0	0	0	1
Research Report	0	0	0	1	1
Viva-Voce	0	0	0	1	1
<b>Total</b>	<b>3</b>	<b>14</b>	<b>12</b>	<b>12</b>	<b>41</b>

## 12. Annexure 03 – Process of Obtaining the CIPD Membership

# OBTAINING CIPD MEMBERSHIP!

