

FREQUENTLY ASKED QUESTIONS - FAQ



What does CQHRM stand for?

- Chartered Qualification in Human Resource Management (CQHRM)

What is the uniqueness of the CQHRM?

- Accredited by Qualifications Scotland and aligned with the Scottish Credit and Qualifications Framework (SCQF) Level 11
- Provides eligibility for globally recognized CIPD (UK) membership
- Designed using a composite and competency-based model
- Recognized as a chartered qualification with a distinct professional positioning
- Built around 12 clearly defined HR competencies
- All subjects are systematically mapped to competencies
- Strong alignment between competencies and core HR behaviors
- Supported by a comprehensive, current, and industry-relevant syllabus

What is the duration of the CQHRM Programme?

- 3 Years, inclusive of assessments.

What is the composition of the CQHRM Composite Model?

- Four (4) levels.

What are those levels?

- Advanced Certificate in HRM (ACHRM)
- Diploma in Professional HRM (DPHRM)
- Chartered Intermediate in HRM (CIHRM)
- Chartered Qualification in HRM (CQHRM)

What is the duration of each level?

- Advanced Certificate in HRM – 4 Months
- Diploma in Professional HRM – 12 Months
- Chartered Intermediate in HRM – 11 Months
- Chartered Qualification in HRM – 10.5 Months-with Research Report (without Research 7.5 months)

What are the entry qualifications?

Advanced Certificate in HRM

- CIPM FCHRM **OR**
- G.C.E. A/L – 03 Passes **OR**
- G.C.E. O/L six passes plus one year working experience **OR**
- Students following any other professional qualification

Diploma in Professional HRM

- CIPM ACHRM students **OR**
- Executives **OR**
- Undergraduates **OR**
- Professionals

Chartered Intermediate in HRM

- CIPM Diploma Students **OR**
- Master holders with 1 Year HR experience **OR**
- HRM/HCM Undergraduates **OR**
- Graduates with 2 Years of HR Experience **OR**
- HRM Diploma holders with 3 Years HR experience **OR**
- SLAS officers

Chartered Qualification in HRM

- CIPM CIHRM Students*
- CIPM PQHRM, SL I Students
- HR Graduates

Exemption Programme

- PQHRM – CIPM
- MBA HRM **OR**
- MSc HRM **OR**
- NDHRM with 8 years of managerial experience **OR**
- 10 years of HR experience with managerial experience + MBA with an HR module

What is the course fee for each level?

- Advanced Certificate in HRM – LKR 72,000
 - Diploma in Professional HRM – LKR 165,000
 - Chartered Intermediate in HRM – LKR 165,000 + Exemption Fee: LKR 50,000*
 - Chartered Qualification in HRM – LKR 220,000 + Exemption Fee: LKR 60,000*
- *Exemption fee added for direct applicants only

How many subjects are included in the CQHRM?

- 96 Subjects spread across each level and each competency.

Breakdown

ACHRM	18
DPHRM	29
CIHRM	26
CQHRM Final	23

How many assessments are included in the CQHRM?

- Advanced Certificate in HRM – 02
 - Diploma in Professional HRM - 09
 - Chartered Intermediate in HRM - 08
 - Chartered Qualification in HRM – 09
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- **Total – 28 (Annexure 01)**

Is possessing HR experience mandatory to obtain the CQHRM qualification?

- Yes

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.

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

- A non-HR student who successfully completes all academic requirements of the CQHRM programme will be awarded the qualification as a Passed Finalist of CQHRM. Upon gaining two years of recognized HR-related work experience, the individual will then be eligible to obtain the full CQHRM qualification.

What is the medium of instructions?

Program	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

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.

What is Qualifications Scotland?

- Qualifications Scotland is the national awarding and accreditation body in Scotland. In the context of CIPM's CQHRM, this accreditation confirms that the programme is aligned to internationally recognised standards and quality processes. The CQHRM is positioned on the SCQF at Level 11, strengthening its academic standing, professional credibility, global recognition, and portability.
- For prospective learners and parents, this gives important assurance. It means the qualification is not only respected within Sri Lanka through CIPM's long-standing institutional authority, but is also benchmarked against an internationally recognised framework.

What is SCQF Level 11?

The Scottish Credit and Qualifications Framework (SCQF) is Scotland's national framework for comparing qualifications by level and credit. It has 12 levels, and Level 11 represents advanced learning with significant depth in knowledge, specialized understanding, research capability, critical thinking, originality, and the ability to operate in complex professional contexts.

SCQF Level 11 descriptors include:

- Critical understanding of principal and specialized theories, concepts, and principles
- Extensive and detailed knowledge in one or more specialisms
- Application of specialized skills and research techniques
- Planning and executing significant research or development work
- Originality, creativity, and professional practice in often unpredictable contexts

This is why CQHRM's alignment to SCQF Level 11 is such a major achievement. It tells learners, employers, and academic stakeholders that the final Chartered qualification is aligned to internationally recognized postgraduate standards, not merely as a local professional award, but as a serious advanced-level credential.

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.

What is the process of obtaining the CIPD Membership?

(Please refer to Annexure 3)

- For more details refer to the below link (CIPD FAQs)
- <https://www.cipmlk.org/chartered-institute-of-personnel-development-cipd/>

What is the New CIPD membership fee Structure?

- Student

Membership Duration	Joining Fee	Student Membership Fee	Total Investment
6 Months	\$40	\$57	\$97
12 Months		\$113	\$153
15 Months		\$137	\$177
18 Months		\$170	\$210

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.

Common Questions

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.

What are the universities that accept PQHRM/CQHRM for their MBA programmes?

- Open University of Sri Lanka
- University of Ruhuna
- Sabaragamuwa University of Sri Lanka
- University of Vavuniya
- University of Uwa Wellassa
- University of Rajarata
- University of Jaffna
- University of Wayamba
- Eastern University Sri Lanka
- University of Kelaniya
- Horizon Campus
- SLIIT - Sri Lanka Institute of Information Technology
- NSBM - National School of Business Management
- KIU - KAATSU International University

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.

What are my career prospects after completing CQHRM?

- After completing the ACHRM, which is the first step in the CQHRM programme, students can become 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 of HRM jobs.

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.

Will there be a convocation to award my CQHRM?

- Yes, all CQHRM passed finalists will be awarded their qualifications at the annual CIPM Graduation. Customarily held at the most prestigious venue location, BMICH. Further, for each level, a certificate will be awarded to students who complete the assessments successfully. There will also be a dedicated Graduation Ceremony for students who

complete the Diploma in Professional Human Resource Management (DPHRM) programme.

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 flow chart.

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

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.

What is the future of HRM?

- The future of HRM is increasingly shaped by artificial intelligence, digitalization, and evolving workforce expectations. AI-enabled tools are transforming recruitment, performance management, learning, and workforce analytics, allowing HR professionals to make faster, data-driven and strategic decisions. Alongside remote and hybrid work, the gig economy, and multigenerational teams, HR must balance technology with a strong human-centered approach. Continuous curriculum updates are essential to address digital skills, ethical AI use, data privacy, and employee wellbeing. In an AI-driven ‘new normal’, demand for agile, future-ready HR professionals will grow, making qualifications such as CQHRM vital for aspiring HR leaders worldwide and across industries.

Annexure 01

Assessment Type	Advanced Certificate in HRM (ACHRM)	Diploma in Professional HRM (DPHRM)	Chartered Intermediate in HRM (CIHRM)	Chartered Qualification in HRM (CQHRM)	Total
Project Report	1	-	-	-	1
Open Book Exams	1	2	2	1	6
Case Study-Based Written Account	-	3	2	3	8
Evidence Based Written Account	-	2	1	-	3
Reflection based Written Account	-	1	1	1	3
Individual Presentation	-	-	1	-	1
Individual Presentation with Notes	-	1	-	1	2
Group Presentation	-	-	-	1	1
Group Presentation with Report	-	-	1	-	1
Capstone Project	-	-	-	1	1
Research Proposal, Research Report & VIVA	-	-	-	1	1
Total	2	9	8	9	28

Annexure 02

Process of Obtaining the CIPD Membership

