

INSTITUTE OF PEOPLE MANAGEMENT OF ZIMBABWE

2018 STUDENT CALENDAR



Please diarise these dates now.

Office Hours are from 8 am to 4 pm Monday to Thursday. 8am to 3.30 pm Friday.

8 am to 12 noon Saturday (**payments and face to face lessons only**)

DATE	APRIL EXAMINATIONS	OCTOBER EXAMINATIONS
Examination registration begins	Thursday 1 February 2018	Wednesday 1 August 2018
EXAMINATION REGISTRATION ENDS	Tuesday 27 February 2018	Tuesday 4 September 2018
IPMZ posts examination Candidate Numbers	Wednesday 7 March 2018	Wednesday 12 September 2018
Examination Dates	9 – 19 April 2018	1 – 12 October 2018
IPMZ displays results at Harare, Bulawayo, Gweru, Mutare and Masvingo offices. NB: Results available online	Wednesday 13 June 2018	Wednesday 5 December 2018
Presentation of Diplomas	<p>In Harare Saturday 3 March 2018</p> <p>In Bulawayo Saturday 10 March 2018</p> <p>For those who completed their Diploma during April & October 2017 examinations.</p>	<p>In Harare Saturday 2 March 2019</p> <p>In Bulawayo Saturday 9 March 2019</p> <p>NB: IPMZ will now conduct graduation ceremonies once annually in March. Those who will complete their Diploma in April & October 2018 will graduate in March 2019</p>

***N.B.** Assignment Deadlines for Students writing **April 2018 Exams is Tuesday 13 February 2018.**
October 2018 Exams is Tuesday 24 July 2018.

Please note that you have to write 2 assignments per subject before writing examinations. The assignments will contribute 30% of the Final Examination Mark.

Instructions to Students who wish to write examinations:-

Please read the full instructions in your modules.

1. Payments for **annual subscription and for modules** in each subject to be written must be received by National Office **BEFORE** applying to write the examinations.
2. An application form for examination registration can be downloaded from IPMZ website or collected from any of our IPMZ offices. Please either complete this form **or** write a letter requesting to write the examinations. The form or letter **MUST** arrive at the **National Office DURING THE EXAMINATION REGISTRATION PERIOD** and must contain the following:
 - (a) Your **FULL NAME** and Membership number
 - (b) The subjects you wish to write in full (i.e. not Training but Training Techniques or Management of Training.
 - (c) Your chosen examination centre (**Harare, Bulawayo, Gweru, Mutare, Masvingo**)

Payment in full must accompany the examination registration.
3. Dates of examination registration are inclusive. Do not delay your registration. Failure to comply with these instructions may result in your registration being rejected.

Examination Timetable



APRIL 2018

DATE	DIPLOMA		HIGHER DIPLOMA	
	9.00am to 12noon	1.30pm to 4.30pm	9.00am to 12noon	1.30pm to 4.30pm
Monday 9 April	Human Resource Management	Safety, Health and Wellness		Management
Tuesday 10 April	Recruitment and Selection	Management of Training	Business Statistics	Organisation Development
Wednesday 11 April	Reward Management	Employment Relations	Financial Management	Research Methods
Thursday 12 April	Training Techniques	Employment Law	Business Economics	Communication and Motivation
Friday 13 April	Human Capital Planning	Management Development	Marketing Management	Performance Management and Productivity
Monday 16 April	Management of Information Systems	Financial Accounting	Strategic Management	Leadership, Corporate Governance & Ethics
Tuesday 17 April	Introduction to Law	Industrial Psychology		
Thursday 19 April	Public Relations	Labour Economics		

Examination Timetable OCTOBER 2018



DATE	DIPLOMA		HIGHER DIPLOMA	
	9.00am to 12noon	1.30pm to 4.30pm	9.00am to 12noon	1.30pm to 4.30pm
Monday 1 October	Human Resource Management	Safety, Health and Wellness		Management Management (New)
Tuesday 2 October	Recruitment and Selection	Management of Training	Business Statistics Statistics (New)	Organisation Development
Wednesday 3 October	Reward Management Performance & Reward Management (New)	Employment Relations	Financial Management	Management of Change (New)
Thursday 4 October	Training Techniques	Employment Law	Business Economics	Communication and Motivation
Friday 5 October	Human Capital Planning	Management Development	Marketing Management Marketing Management (New)	Performance Management and Productivity Labour Productivity (New)
Monday 8 October	Management of Information Systems	Financial Accounting	Strategic Management Strategic HRM (New)	Leadership, Corporate Governance & Ethics Corporate Governance (New)
Tuesday 9 October	Introduction to Law Commercial Law (New)	Industrial Psychology		
Wednesday 10 October	Public Relations	Labour Economics		
Thursday 11 October	Entrepreneurship Skills (New)	Business Communication(New)		
Friday 12 October	Research Methods			