



Certificate of Excellence in HR Management Presented by the American Management Association (AMA)

This internationally accredited programme consists of 3 seminars offered at UCCI, by the American Management Association (AMA). Participants are required to complete all 3 seminars to gain the Certificate. Each seminar is two days in length and is offered from 9-4pm as follows;

1. Fundamentals of Human Resource Management - AMA – Jan 22/23
2. Recruiting, Interviewing and Selecting Employees – AMA – Jan 29/30
3. Communication and Interpersonal Skills for Managers – AMA – Feb 5/6

Assessment

Assessment of these seminars is based on full attendance and active participation.

At successful completion participants are awarded a *Certificate of Excellence in Human Resource Management* from the American Management Association.

Materials for study

All materials for this programme are supplied at no additional cost

Cost

Cost of the AMA Certificate is CI\$3,600

Stand-alone option

Individual AMA seminars are available at a cost of CI\$1,200/seminar.

Application process

For further information, or clarification please contact Diane Campbell, Deputy Registrar (dcampbell@ucci.edu.ky) or call 623 0546. You can also contact Dr Carolyn Mathews (cmathews@ucci.ed.ky) or call 526 5017.

Please visit our website <http://etc.ucci.edu.ky/> for more information on our Executive Training Programmes.