

# HRODC Postgraduate Training Institute



**A Postgraduate - Only Institution**



**#013**

**Judges Seminar (2): The UK Legal System – Court Organisation, Dispute Resolution and Sentencing**

**Postgraduate Short Course**

**Leading To:**

**DIPLOMA - POSTGRADUATE IN**

**The UK Legal System – Court Organisation, Dispute Resolution and Sentencing, Double Credit, 72 Credit-Hours**

**Accumulating to A**

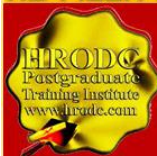
**Postgraduate Certificate,  
With 108 Additional Credit-Hours, or A**

**POSTGRADUATE DIPLOMA**

**With 288 Additional Credit-Hours**

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**HRODC Postgraduate Training Institute**  
HQ : 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK



**Prof. Dr. Ronald B. Crawford - Director**

PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc. Res. (Uni Wlv); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M. AAM; M.I.S.G.S.; M.S.C.O.S.; M. RG. C.



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**Websites:**  
<https://www.hrodc.com/>  
<https://www.hrodc.london>  
[postgraduateshortcourses.com/](https://www.hrodc.london/postgraduateshortcourses.com/)

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[institute@hrodc.com](mailto:institute@hrodc.com)  
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## HRODC Postgraduate Training Institute, A Postgraduate-Only Institution

### Our UK Government's Verification and Registration


**Our Institute is Verified by, and Registered with, the United Kingdom (UK) Register of Learning Providers (UKRLP), of the Department for Education (DfE). Its UK Provider Reference Number (UKPRN) is: 10019585 and might be located at: <https://www.ukrlp.co.uk/>.**

#### Course Coordinator:

**Prof. Dr. R. B. Crawford is the Director of HRODC Postgraduate Training Institute, A Postgraduate-Only Institution. He has the following Qualifications and Affiliations:**

- Doctor of Philosophy {(PhD) {University College London (UCL) - University of London}};
- MEd Management (University of Bath);
- Postgraduate (Advanced) Diploma Science Teacher Ed. (University of Bristol);
- Postgraduate Certificate in Information Systems (University of West London, formerly Thames Valley University);
- Diploma in Doctoral Research Supervision, (University of Wolverhampton);

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- Teaching Certificate;
- Fellow of the Institute of Management Specialists;
- Human Resources Specialist, of the Institute of Management Specialists;
- Member of the Asian Academy of Management (MAAM);
- Member of the International Society of Gesture Studies (MISGS);
- Member of the Standing Council for Organisational Symbolism (MSCOS);
- Member of ResearchGate;
- Executive Member of Academy of Management (AOM). There, his contribution incorporates the judging of competitions, review of journal articles, and guiding the development of conference papers. He also contributes to the Disciplines of:
  - Human Resources;
  - Organization and Management Theory;
  - Organization Development and Change;
  - Research Methods;
  - Conflict Management;
  - Organizational Behavior;
  - Management Consulting;
  - Gender & Diversity in Organizations; and
  - Critical Management Studies.

#### **Professor Dr. Crawford has been an Academic in the following UK Universities:**

- University of London (Royal Holloway), as Research Tutor;
- University of Greenwich (Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- University of Wolverhampton, (Wolverhampton Business School), as Senior Lecturer (Associate Professor), in Organisational Behaviour and Human Resource Management;
- London Southbank University (Business School), as Lecturer and Unit Leader.

#### **His responsibilities in these roles included:**

- Doctoral Research Supervisor;
- Admissions Tutor;
- Postgraduate and Undergraduate Dissertation Supervisor;
- Programme Leader;
- Personal Tutor

## For Whom This Course is Designed

### This Course is Designed For:

- Law Graduates;
- Lawyers;
- Legal Staffs, Practitioners and Professionals;
- Paralegals;
- All those belonging in the legal profession.

Classroom-Based Duration and Cost:	
<b>Classroom-Based Duration:</b>	<b>12 Days</b>
<b>Classroom-Based Cost:</b>	<b>£12,000.00 Per Delegate</b>
Online (Video-Enhanced) Duration and Cost	
<b>Online Duration:</b>	<b>24 Days @ 3 Hours Per Day</b>
<b>Online Cost:</b>	<b>£8,040.00 Per Delegate</b>

## Classroom-Based Course and Programme Cost includes:


- Free Continuous snacks throughout the Event Days;
- Free Hot Lunch on Event Days;
- Free City Tour;
- Free Stationery;
- Free On-site Internet Access;
- Postgraduate Diploma/ Diploma – Postgraduate –or
- Certificate of Attendance and Participation – if unsuccessful on resit.

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**Students and Delegates will be given a Selection of our Complimentary Products, which include:**

- **Our Branded Leather Conference Folder;**
- **Our Branded Leather Conference Ring Binder/ Writing Pad;**
- **Our Branded Key Ring/ Chain;**
- **Our Branded Leather Conference (Computer – Phone) Bag – Black or Brown;**
- **Our Branded 8-16 GB USB Flash Memory Drive, with Course Material;**
- **Our Branded Metal Pen;**
- **Our Branded Polo Shirt.;**
- **Our Branded Carrier Bag.**

**Daily Schedule: 9:30 to 4:30 pm.**


**Delivery Locations:**

- 1. Central London, UK;**
- 2. Dubai, UAE;**
- 3. Kuala Lumpur, Malaysia;**
- 4. Amsterdam, The Netherlands;**
- 5. Brussels, Belgium;**
- 6. Paris, France; and**
- 7. Durban, South Africa;**
- 8. Other International Locations, on request.**

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## **Judges Seminar (Public Course 2): The UK Legal System – Court Organisation, Dispute Resolution and Sentencing Course**

**Leading to Diploma – Postgraduate – in UK Legal System – Court Organisation, Double Credit, 72 Credit-Hours, Accumulating to a Postgraduate Certificate, with 108 Additional Credit-Hours, or a Postgraduate Diploma, with 288 Additional Credit-Hours**

### **Course Objectives**


By the conclusion of the specified learning and development activities, delegates will be able to:

- Outline the English court system or the court hierarchy;
- Determine the jurisdiction of each court;
- Identify the role of the Judicial Committee of Privy Council;
- Know the role of the judges;
- Outline the judicial hierarchy;
- Explain the rules governing appointment to the judiciary;
- Ascertain the importance of wearing wigs and gowns for the judges;
- Know how judges are trained for their job;
- Determine how judges are paid;
- Be aware of the rules governing promotion in the judiciary;
- Identify the causes for termination of appointments;
- Explain the concept of independence of the judiciary system;
- Describe some reforms introduced in the judiciary;
- Describe the roles and functions of solicitors and barristers;
- Know the qualifications of solicitors and barristers;
- Analyse the performance of the legal profession;
- Find out what lies ahead of the legal profession;
- Describe the fusion of the legal profession;

- Name the other legal personnel other than the solicitors and barristers and identify their roles;
- Ascertain why legal professionals are needed;
- Relate the history of jury;
- Specify the functions of jury;
- Identify the circumstances when juries are used;
- Enumerate the qualifications for jury service;
- State the process for summoning the jury;
- Explain jury vetting;
- Identify the challenges involved in acting as a jury;
- Determine the circumstances under which the jury can be discharged;
- Know the role of the secrecy of the jury;
- Analyse the jury's verdict;
- Name the strengths of the jury system;
- Identify some reforms of the jury;
- Be familiar with the nature of the magistrates' courts;
- Cite the role of the magistrates;
- Discuss about The Ministry of Justice and the Home Office, the Lord Chancellor and the Law Officers' Department;
- Enumerate the needs for legal services;
- Know what are the state-funded legal services;
- Be familiar with the Access to Justice Act;
- Suggests some reforms for the jury system;
- Ascertain the importance of lawyers;
- Learn more about miscarriages of justice;
- Analyse the provisions of the Human Rights Act 1998
- Outline the Organisation of the Police
- Identify the police powers;
- Evaluate the adversarial process;
- Apply the criminal procedure rules;
- Explain the Crown prosecution service
- Determine matters which necessitates appearance in court;

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- Classify of offences;
- Name the different modes of trial;
- Analyse the procedures before subjecting somebody and something into trial;
- Be knowledgeable about plea and case management hearings;
- Apply the rules governing disclosure;
- Explain the rationale behind plea bargaining;
- Outline the process involve during the trial;
- Identify the modes of criminal justice systems;
- Know the important provisions of The Criminal Justice Act 2003;
- Determine the purposes of sentencing;
- Ascertain how sentencing is conducted in practice;
- Enumerate the types of sentence.
- Know the criminal liability of young offenders;
- Establish how young offenders should be treated by the police;
- Find out what will happen when a court decided to remand the case;
- Identify the factors which are taken into consideration in fixing the amount of bail;
- Distinguish reprimands and warnings;
- Learn how trial sentencing is done;
- Relate the history of the civil justice system;
- Know how the civil courts are organised;
- Compare the justice system before and after April 1999;
- Estate the history of tribunal;
- Recommend some effective reform in the tribunals;
- Describe the tribunals today;
- Enumerate the advantages and disadvantages of tribunals;
- Know the procedures in appealing cases;
- Learn when and how judicial review is undertaken;
- Name some problems with court hearings;
- Identify some alternative dispute resolution (ADR) mechanisms;
- Give examples of ADR;
- Cite some advantages of ADR;
- Find out the common problems with ADR.

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## Course Contents, Concepts and Issues

### Part 1: Court Organisation

- Supreme Court of the United Kingdom;
- Court of Appeals;
- Privy Council;
- The High Court:
  - Queen's Bench Division;
  - The Chancery Division;
  - The Family Division.
- Crown Court;
- Country Court and Magistrate Court.

### Part 2: People in the Legal System

- The Judges:
  - The Role of Judges;
  - Judicial Hierarchy;
  - Appointments to Judiciary;
  - Wigs and Gowns;
  - Training;
  - Pay;
  - Promotion;
  - Termination of Appointment;
  - Independence of the Judiciary;
  - Reform of the Judiciary.
- The Legal Profession:
  - Solicitors;
  - Barristers;
  - Background of Solicitors and Barristers;

- Performance of the Legal Profession;
  - The Future of the Professions;
  - Fusion of the Professions;
  - Other Legal Personnel;
  - The Need for Legal Professionals.
- The Jury:
- History;
  - The Function of Jury;
  - When Are Juries Used?;
  - Qualifications for Jury Service;
  - Summoning the Jury;
  - Jury Vetting;
  - Challenges;
  - Discharging the Jury;
  - The Secrecy of the Jury;
  - The Verdict;
  - Strengths of the Jury System;
  - Criticisms of the Jury System;
  - Reform of the Jury.
- Magistrates:
- The Magistrates' Courts;
  - Magistrates.
- Administration of Justice:
- The Ministry of Justice and the Home Office;
  - The Lord Chancellor;
  - The Law Officers' Department.

### Part 3: Dispute Resolution

- Legal Services Charges:
- Unmet Needs for Legal Services;
  - State-Funded Legal Services;
  - The Access to Justice Act;

- Proposals for Further Reform;
- Necessity of Lawyers.
- The Police:
  - Miscarriages of Justice;
  - Human Rights Act 1998;
  - The Organisation of the Police;
  - Police Powers;
  - Reform.
- The Criminal Trial Processes:
  - The Adversarial Process;
  - Criminal Procedure Rules;
  - The Crown Prosecution Service;
  - Appearance in Court;
  - Classification of Offences;
  - Mode of Trial;
  - Sending For Trial;
  - Plea and Case Management Hearings;
  - Disclosure;
  - Plea Bargaining;
  - The Trial;
  - Modes of Criminal Justice Systems;
  - Reforms.
- Sentencing:
  - The Criminal Justice Act 2003;
  - Purposes of Sentencing;
  - Sentencing Practice;
  - Types of Sentence.
- Young Offenders:
  - Criminal Liability;
  - Young People and the Police;
  - Remand and Bail;
  - Reprimands and Warnings;

- Trial Sentencing.
- The Civil Justice System:
  - Evolution;
  - The Civil Courts;
  - The Civil Justice before April 1999;
  - The Civil Justice after April 1999;
  - Reforms.
- Tribunals:
  - History;
  - Reforming the Tribunals;
  - Tribunals at Present;
  - Advantages;
  - Disadvantages.
- Appeals and Judicial Review:
  - Appeals;
  - Appeals in Civil Law Cases;
  - Appeals in Criminal Law Cases;
  - Reform of the Appeal System;
  - Judicial Review.
- Alternative Methods of Dispute Resolution (ADR):
  - Problems with Court Hearings;
  - Alternative Dispute Resolution Mechanisms;
  - Examples of ADR;
  - Advantages of ADR;
  - Problems with ADR.

## Postgraduate Diploma, Postgraduate Certificate, and Diploma – Postgraduate - Short Course Regulation

### Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate: Their Distinction, Credit Value and Award Title


Postgraduate Short Courses of a minimum of five days' duration, are referred to as Diploma – Postgraduate. This means that they are postgraduate credits, towards a Postgraduate Certificate and Postgraduate Diploma. Postgraduate Certificate and Postgraduate Diploma represent Programmes of Study, leading to Awards bearing their title prefixes. While we, refer to our short studies, of 5 days to five weeks, as 'Courses', those with duration of 6 weeks and more are labelled 'Programmes'. Nevertheless, in line with popular usage, we often refer to all study durations as 'Courses'. Another mark of distinction, in this regard, is that participants in a short course are referred to as 'Delegates', as opposed to the term 'Students', which is confined to those studying a Postgraduate Programme.

Courses are of varying Credit-Values; some being Single-Credit, Double-Credit, Triple-Credit, Quad-Credit, 5-Credit, etc. These short courses accumulate to Postgraduate Certificate, with a total of 180 Credit-Hours (= 6 X 5-Day Courses or 3 X 10-Day Courses), or Postgraduate Diploma, with a total of 360 Credit-Hours (= 12 X 5-Day Courses or 6 X 10-Day Courses).

Delegates studying courses of 5-7 days' duration, equivalent to 30-42 Credit-Hours (Direct Lecturer Contact), will, on successful assessment, receive the Diploma – Postgraduate Award. This represents a single credit at Postgraduate Level. While 6-day and 7-day courses also lead to a Diploma – Postgraduate, they accumulate 36 and 42 Credit Hours, respectively.

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## **Postgraduate Certificate, Postgraduate Diploma, and Diploma – Postgraduate Assessment Requirement**

Because of the intensive nature of our courses and programmes, assessment will largely be in-course, adopting differing formats. These assessment formats include, but not limited to, in-class tests, assignments, end of course examinations. Based on these assessments, successful candidates will receive the Diploma – Postgraduate, Postgraduate Certificate, or Postgraduate Diploma, as appropriate.

In the case of Diploma – Postgraduate, a minimum of 70% overall pass is expected. In order to receive the Awards of Postgraduate Certificate and Postgraduate Diploma, candidates must have accumulated at least the required minimum 'Credit-Hours', with a pass (of 70% and above) in at least 70% of the courses taken.

Delegates and students who fail to achieve the requirement for Postgraduate Certificate, Postgraduate Diploma, or Diploma - Postgraduate - will be given support for 2 re-submissions for each course. Those delegates who fail to achieve the assessment requirement for the Postgraduate Diploma or Diploma - Postgraduate - on 2 resubmissions, or those who elect not to receive them, will be awarded the Certificate of Attendance and Participation.

## **Diploma – Postgraduate, Postgraduate Certificate, and Postgraduate Diploma Application Requirements**

Applicants for Diploma – Postgraduate – Postgraduate Certificate, and Postgraduate Diploma are required to submit the following documents:

- Completed Postgraduate Application Form, including a passport sized picture affixed to the form;
- A copy of Issue and Photo (bio data) page of the applicant's current valid passport or copy of his or her Photo-embedded National Identity Card;
- Copies of credentials mentioned in the application form.

## Admission and Enrolment Procedure

- On receipt of all the above documents we will assess applicants' suitability for the Course or Programme for which they have applied;
- If they are accepted on their chosen Course or Programme, they will be notified accordingly and sent Admission Letters and Invoices;
- One week after the receipt of an applicant's payment or official payment notification, the relevant Course or Programme Tutor will contact him or her, by e-mail or telephone, welcoming him or her to HRODC Postgraduate Training Institute;
- Those intending to study in a foreign country, and require a Visa, will be sent the necessary immigration documentation, to support their application;
- Applicants will be notified of the dates, location and venue of enrolment and orientation, where appropriate.

## Modes of Study and Duration of Postgraduate Certificate and Postgraduate Diploma Programmes

There are two delivery formats for Postgraduate Certificate and Postgraduate Diploma Programmes, as follows:


1. Intensive Full-time (Classroom-Based) Mode, lasting 3 months for Postgraduate Diploma, and 6 weeks for Postgraduate Certificate. These durations are based on six hours' lecturer-contact per day, five days (30 hours) per week, for Postgraduate Diploma;
2. Video-Enhanced On-Line Mode. This interactive online mode lasts twenty (20) weeks, for Postgraduate Diploma, and ten (10) weeks for Postgraduate Certificate. Our calculation is based on three hours per day, six days per week.

Whichever study mode is selected, the aggregate of 360 Credit Hours must be achieved.

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## Introducing Our Video-Enhanced Online Study Mode

In a move away from the traditional online courses and embracing recent developments in technology-mediated distance education, HRODC Postgraduate Training Institute has introduced a Video-Enhanced Online delivery. This Online mode of delivery is revolutionary and, at the time of writing, unique to HRODC Postgraduate Training Institute.


You are taught as individuals, on a one-to-one or one-to-small-group basis. You see the tutor face to-face, for the duration of your course. You will interact with the tutor, ask and address questions; sit examinations in the presence of the tutor. It is as real as any face-to-face lecture and seminar can be. Choose from a wide range of Diploma – Postgraduate Courses and an increasing number of Specialist Postgraduate Certificate and Postgraduate Diploma Programmes. You might also accumulate Postgraduate Short Courses, via this mode of study, over a 6-year period, towards a Postgraduate Certificate or Postgraduate Diploma.

## Key Features of Our Online Study: Video-Enhanced Online Mode

- The tutor meets the group and presents the course, via Video, in a similar way to its classroom-based counterpart;
- All participants are able to see, and interact with, each other, and with the tutor;
- They watch and discuss the various video cases and demonstrations that form an integral part of our delivery methodology;
- Their assessment is structured in the same way as it is done in a classroom setting;
- The Video-Enhanced Online mode of training usually starts on the 1<sup>st</sup> of each month, with the cut-off date being the 20<sup>th</sup> of each month, for inclusion the following month;
- Its duration is twice as long as its classroom-based counterpart. For example, a 5-day (30 Credit Hours) classroom-based course will last 10 days, in Video-Enhanced Online mode. This calculation is based on 3 hours tuition per day, adhering to the Institute's required 30 Credit-Hours;
- The cost of the Video-Enhanced Online mode is 67% of similar classroom-based courses;

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- For example, a 5-day classroom-based course, which costs Five Thousand Pounds, is only Three Thousand Three Hundred and Fifty Pounds (£3,350.00) in Video-Enhanced Online Mode.

## **10-Week Video-Enhanced Online Postgraduate Certificate and 20-Week Video-Enhanced Online Postgraduate Diploma**

You might study an Online Postgraduate Certificate or Online Postgraduate Diploma, in 10 and 20 weeks, respectively, in the comfort of your office or homes, through HRODC Postgraduate Training Institute's Video-Enhanced Online Delivery. We will deliver the 180 Credit-Hours and 360 Credit-Hours, in line with our regulation, through 'Direct-Lecturer-Contact', within the stipulated timeframe. We aim to fit the tuition around your work, family commitment and leisure, thereby enhancing your maintenance of an effective 'work-study-life-style balance', at times convenient to you and your appointed tutor.

## **Cumulative Postgraduate Certificate and Postgraduate Diploma Courses**

All short courses can accumulate to the required number of Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, over a six-year period from first registration and applies to both general and specialist groupings. In this regard, it is important to note that short courses vary in length, the minimum being 5 days (Diploma – Postgraduate) – equivalent to 30 Credit Hours, representing one credit, as is tabulated below.


On this basis, the definitive calculation on the Award requirement is based on the number of hours studied (aggregate credit-value), rather than merely the number of credits achieved. This approach is particularly useful when a student or delegate studies a mixture of courses of different credit-values.

For those delegates choosing the accumulative route, it is advisable that at least one or two credits be attempted each year. This will ensure that the required 180 Credit-Hours and 360 Credit-Hours, for the Postgraduate Certificate and Postgraduate Diploma, respectively, are

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achieved, within the designated period. These Credit-Values, awards and their accumulation are exemplified below.

<b>Examples of Postgraduate Course Credits: Their Value, Award Prefix &amp; Suffix – Based on 5-Day Multiples</b>		
<b>Credit Value</b>	<b>Credit Hours</b>	<b>Award Title Prefix (&amp; Suffix)</b>
<b>Single-Credit</b>	<b>30-54</b>	<b>Diploma - Postgraduate</b>
<b>Double-Credit</b>	<b>60-84</b>	<b>Diploma – Postgraduate (Double-Credit)</b>
<b>Triple-Credit</b>	<b>90-114</b>	<b>Diploma – Postgraduate (Triple-Credit)</b>
<b>Quad-Credit</b>	<b>120-144</b>	<b>Diploma – Postgraduate (Quad-Credit)</b>
<b>5-Credit</b>	<b>150-174</b>	<b>Diploma – Postgraduate (5-Credit)</b>
<b>6-Credit</b>	<b>180-204</b>	<b>Postgraduate Certificate</b>
<b>7-Credit</b>	<b>210-234</b>	<b>Postgraduate Certificate (+ 1 Credit)</b>
<b>8-Credit</b>	<b>240-264</b>	<b>Postgraduate Certificate (+2 Credits)</b>
<b>9-Credit</b>	<b>270-294</b>	<b>Postgraduate Certificate (+3 Credits)</b>
<b>10-Credit</b>	<b>300-324</b>	<b>Postgraduate Certificate (+ 4 Credits)</b>
<b>11-Credit</b>	<b>330-354</b>	<b>Postgraduate Certificate (+5 Credits)</b>
<b>12-Credit</b>	<b>360</b>	<b>Postgraduate Diploma</b>
<b>360 Credit-Hours = Postgraduate Diploma</b>		
<b>12 X 5-Day Courses = 360 Credit-Hours = Postgraduate Diploma</b>		
<b>10 X 6-Day Courses = 360 Credit-Hours = Postgraduate Diploma</b>		


### **Exemplification of Accumulated Postgraduate Certificate and Postgraduate Diploma Award Titles**

All Specialist Postgraduate Certificate and Postgraduate Diploma Programmes have their predetermined Award Titles. Where delegates do not follow a Specialism, for accumulation to a Postgraduate Diploma, they will normally be Awarded a General Award, without any Specialist Award Title. However, a Specialist Award will be given, where a delegate studies

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**HRODC Postgraduate Training Institute**  
 HQ : 122A Bhylls Lane, Castlecroft, Wolverhampton, West Midlands WV3 8DZ, UK

**Prof. Dr. Ronald B. Crawford - Director**  
 PhD (Uni London); M. Ed. M (Bristol); PGCIS (UWL); Adv. Dip. Sc. Ed (Bristol); Dip. Doc. Res. (Uni Wlv); F.I.M.S.; HR. S. (I.M.S.); Exec. M. AOM; M. AAM; M.I.S.G.S.; M.S.C.O.S.; M. RG. C.




at least seventy percent (70%) of his or her courses in a specialist grouping. These are exemplified below:

1. **Postgraduate Diploma in Accounting and Finance;**
2. **Postgraduate Certificate in Accounting and Finance;**
3. **Postgraduate Certificate in Aviation Management;**
4. **Postgraduate Diploma in Aviation Management;**
5. **Postgraduate Certificate in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**
6. **Postgraduate Diploma in Industrial Health and Safety Management, Incorporating Oil and Gas Safety;**
7. **Postgraduate Certificate in Business Communication;**
8. **Postgraduate Diploma in Business Communication;**
9. **Postgraduate Certificate in Corporate Governance;**
10. **Postgraduate Diploma in Corporate Governance;**
11. **Postgraduate Certificate in Costing and Budgeting;**
12. **Postgraduate Diploma in Costing and Budgeting;**
13. **Postgraduate Certificate in Client or Customer Relations;**
14. **Postgraduate Diploma in Client or Customer Relations;**
15. **Postgraduate Certificate in Engineering and Technical Skills;**
16. **Postgraduate Diploma in Engineering and Technical Skills;**
17. **Postgraduate Certificate in Events Management;**
18. **Postgraduate Diploma in Events Management;**
19. **Postgraduate Certificate in Health and Safety Management;**
20. **Postgraduate Diploma in Health and Safety Management;**
21. **Postgraduate Certificate in Health Care Management;**
22. **Postgraduate Diploma in Health Care Management;**
23. **Postgraduate Certificate in Human Resource Development;**
24. **Postgraduate Diploma in Human Resource Development;**
25. **Postgraduate Certificate in Human Resource Management;**
26. **Postgraduate Diploma in Human Resource Management;**

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- 27. Postgraduate Certificate in Information and Communications Technology (ICT);**
- 28. Postgraduate Diploma in Information and Communications Technology (ICT);**
- 29. Postgraduate Certificate in Leadership Skills;**
- 30. Postgraduate Diploma in Leadership Skills;**
- 31. Postgraduate Certificate in Law – International and National;**
- 32. Postgraduate Diploma in Law – International and National;**
- 33. Postgraduate Certificate in Logistics and Supply Chain Management;**
- 34. Postgraduate Diploma in Logistics and Supply Chain Management;**
- 35. Postgraduate Certificate in Management Skills;**
- 36. Postgraduate Diploma in Management Skills;**
- 37. Postgraduate Certificate in Maritime Studies;**
- 38. Postgraduate Diploma in Maritime Studies;**
- 39. Postgraduate Certificate in Oil and Gas Operation;**
- 40. Postgraduate Diploma in Oil and Gas Operation;**
- 41. Postgraduate Certificate in Oil and Gas Accounting;**
- 42. Postgraduate Diploma in Oil and Gas Accounting;**
- 43. Postgraduate Certificate in Politics and Economic Development;**
- 44. Postgraduate Diploma in Politics and Economic Development;**
- 45. Postgraduate Certificate in Procurement Management;**
- 46. Postgraduate Diploma in Procurement Management;**
- 47. Postgraduate Certificate in Project Management;**
- 48. Postgraduate Diploma in Project Management;**
- 49. Postgraduate Certificate in Public Administration;**
- 50. Postgraduate Diploma in Public Administration;**
- 51. Postgraduate Certificate in Quality Management;**
- 52. Postgraduate Diploma in Quality Management;**
- 53. Postgraduate Certificate in Real Estate Management;**
- 54. Postgraduate Diploma in Real Estate Management;**

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**55. Postgraduate Certificate n Research Methods;**

**56. Postgraduate Diploma in Research Methods;**

**57. Postgraduate Certificate in Risk Management;**

**58. Postgraduate Diploma in Risk Management;**

**59. Postgraduate Certificate in Sales and Marketing;**

**60. Postgraduate Diploma in Sales and Marketing;**

**61. Postgraduate Certificate in Travel, Tourism and International Relations;**

**62. Postgraduate Diploma in Travel, Tourism and International Relations.**

The actual courses studied will be detailed in a student or delegate's Transcript.

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The submission of our application form or otherwise registration by of the submission of a course booking form or e-mail booking request is an attestation of the candidate's subscription to our Policy Terms and Conditions, which are legally binding.

# **Prof. Dr. Ronald B. Crawford**

## **Director**

# **HRODC Postgraduate Training Institute**