



**QUALETIC**  
QUALIFICATIONS • EDUCATION • TRAINING • IMPROVEMENT CONSULTING

APM Professional Qualification Course Offerings



# About the Association for Project Management (APM)

# APM is awarded Chartered Status from HRH Queen Elizabeth II



**THE CHARTERED BODY FOR THE PROJECT PROFESSION**  
association for **project management**



The Association for Project Management (APM) is the chartered body for the project profession, the largest professional body of its kind in Europe.

The APM syllabus is neutral of any specific industry and project type. Organisations use the APM standard as the foundation from which to develop their own in-house methodology.

# Why Choose the APM Training and Qualifications instead of others?



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# Key Recent Developments

The APM training and qualifications have grown in demand at a steep rate in the last 5 years and have now overtaken PRINCE2 as the project practitioner qualification of choice in most UK industries.

In 2018, APM became the first and only Project Professional body to achieve Royal Chartered Status. (The US-based Project Management Institute (PMI) had legally challenged this for 1.5 years to try and prevent it)

The outcome is that you can now become a Chartered Project Professional through (ChPP) the APM pathway of training and Qualifications.

In 2018 an agreement was reached between the International Project Management Association (IPMA) and the APM to be able to offer APM qualifications in previously IPMA only (protected) countries.

All of this means that APM qualifications are set to become the global benchmark suite of training and qualifications across all industries and sectors.

# Project Fundamentals Qualification (PFQ)



The Project Fundamentals Qualification is an excellent introduction to the APM syllabus and/or to formal Project Management training for all.

It serves to demystify common Project terminology, concepts, and tools.

It is accessible to all and no prior experience of running projects is required.

1 hour multiple-choice exam which can be taken as a group in-class at the end of the course. Or, it can be taken individually, online.

We boast a 100% pass rate.

This really is a cost-effective, low risk option for any organisation who could benefit from a more consistent approach to organising project-based work across their employees.

2-day course £650 GBP per delegate plus APM exam fee of £139 GBP

Minimum class size: 12 delegates (maximum 20)

# Project Management Qualification (PMQ)



This intensive 5-day course for current project managers or leaders (formerly known as the APMP) has in recent years become the benchmark PM practitioner qualification in the UK. 15,000 candidates a year in the UK alone. The assessment is a challenging handwritten 3 hour exam with 10 essay-style questions to answer from a choice of 16, the exam pass mark is 55%

UK National Pass rate is 65%-70%. Our Pass rate is 90%.

Ensuring Success Requires a ringfenced period of study and personal commitment as there is assigned prework before the course and homework each evening during course week.

Delegates will be fully briefed in person prior to course commencement.

£1400 GBP per delegate plus APM exam fee of £407 GBP

Minimum class size: 10 delegates (maximum 20)



# Quick comparison of the two qualifications courses we provide

Qualification	Project Fundamentals Qualification (PFQ)	Project Management Qualification (PMQ)
Former Title	Introductory Certificate	APMP
SCQF level	6	7
IPMA level		D
Prior project management experience	None	Some - but not essential
Number of examinations	1	1
Total cost of APM examination non-member fees	£139 (paper) £164 (online) + VAT	£407 + VAT
Type of examination	Paper/Online	Hand Written
Length of examination (hrs)	1	3
Pass mark	60%	55%
What does the assessment test?	Knowledge	Knowledge and understanding
Type of questions	Multiple choice	Essay type
Questions to be answered/on the paper	60/60	10/16
Membership level attained from award	Associate	Full Member

# The current route to Chartered Status

- ChPP – Chartered Project Professional
- PPQ – Project Professional Qualification
- PMQ – Project Management Qualification
- PFQ – Project Fundamentals Qualification

Chartered status

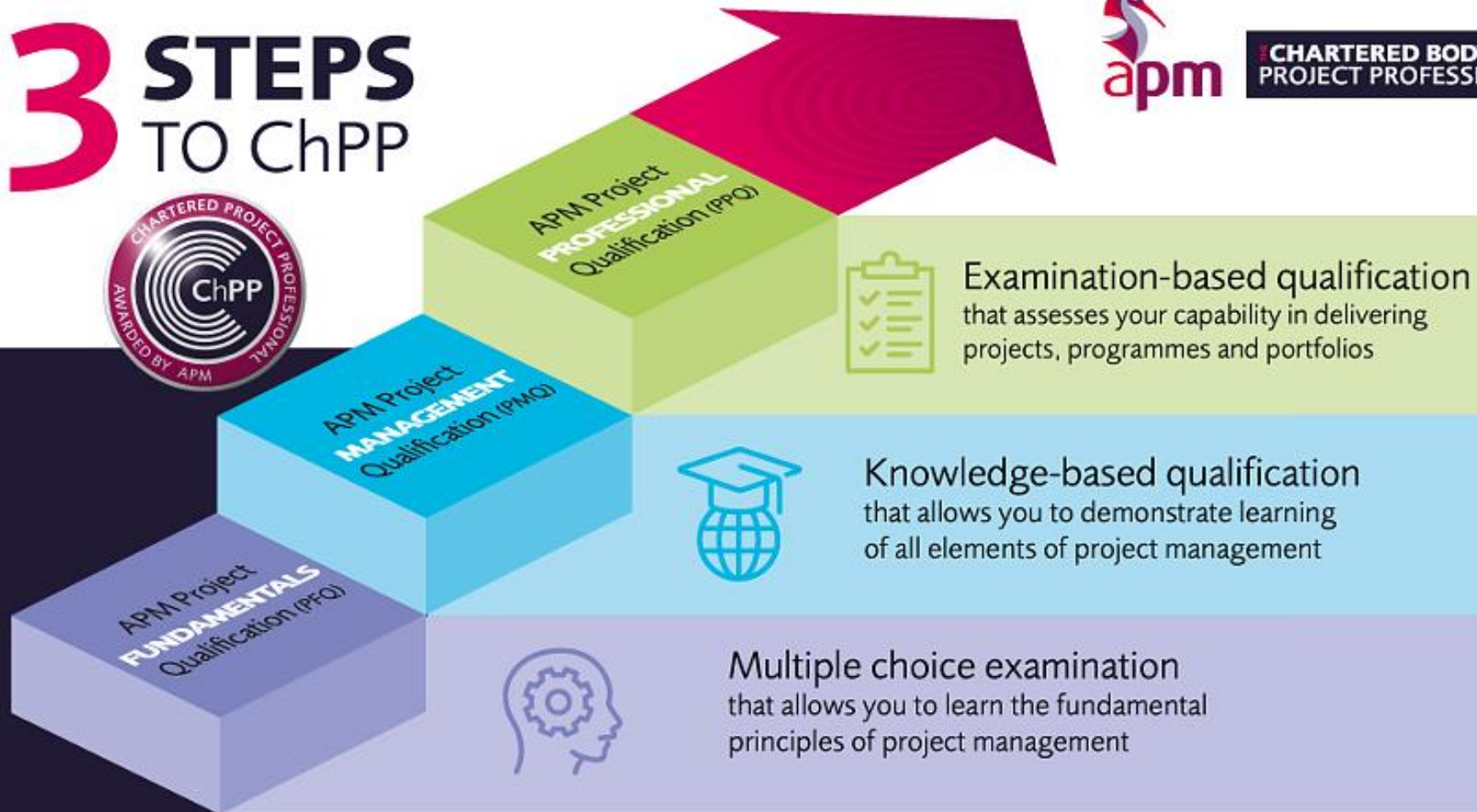


# The current route to Chartered Status

## 3 STEPS TO ChPP



CHARTERED BODY FOR THE PROJECT PROFESSION





Accredited

# APM Project Management Qualifications – Benefits to you

# Benefits to Individual Employees



- Increased confidence on projects and engagements.
- The APM Professional Qualification is awarded to individuals, for life, does not require revalidation or membership of APM.
- Increased understanding with colleagues on projects and reduced conflict, an improved team is a happier team.
- Personal sense of achievement and growth in role.

# Benefits for your Organisation



- **Improved effectiveness in delivering project success and benefits.**
- **Improved efficiency in planning and executing projects:**
  - Teams speak the same language and have a consistent understanding of methodology and terminology across core and non-core areas to promote consistency on projects and programmes.
  - Reduced errors and miscommunication requiring rework.
  - Better understanding of roles and responsibilities.
- **Increased Employee Engagement leading to lower attrition.**
- **Increased Client satisfaction due to delivering expected results to agreed schedule and within agreed expenditure.**

# Focus on the APM Project Fundamentals Qualification

# APM Project Fundamentals Qualification

(PFQ)

**"This qualification is an essential starting point for new project managers"**  
Toby Robins, Capability Development Manager, Network Rail.

**"It's an absolute fit for any organisation looking to improve its offering to its customers."**  
Alan Horden, Programme leader, Qinetiq.

**60 questions:**  
**1 HOUR**

**97%** Said the qualification gave them an excellent introduction to project management\*

**99%** Feel they now have a broad understanding of the principles of the profession\*

**97%** Would recommend this qualification to anyone starting out in project management\*

**87%** Believe they now quickly make a contribution to the projects they are involved in\*

\*Feedback from a 2014 survey of qualification takers

Aligned to the **6th EDITION** **APM BODY OF KNOWLEDGE**

classroom  
in-house  
self-study

**3 ROUTES TO STUDY**

**Online**  
you can take the examination anywhere you choose, at the time that you want.

**10** learning outcomes and  
**61** assessment criteria covered by the syllabus.

**ZERO**  
prior knowledge or experience is required to study for this qualification.



# The APM PFQ Exam



- Multiple choice format (choose 1 answer from 4 options given)
- 60 questions to answer 60 questions
- 36 marks required to pass - 60%
- 1 hour duration
- Closed-book (no books or notes can be used)
- Can be taken from anywhere in the world, as long as you are using a computer with a webcam. (The APM have on-line invigilators).

# Typical 'Standard' 2-day Timetable

Project Fundamentals Qualification

	08:30-10:00		10:15-12:30	12.30-13:00	13:00-14:15		14:30-15:45		16:00-17:00
DAY 1	Introduction to the course and exam Project Context Portfolios and Programmes	BREAK	Project Life Cycle Project Reviews Project Success	LUNCH	Business Case Project Management Plan Scope Management	BREAK	Estimating Scheduling Resource Management Procurement	BREAK	Change Control Configuration Management Information Management Finance
DAY 2	Risk and Issue Management Project Quality		Key Project Roles Stakeholder Management Teamwork	LUNCH	Team Roles Team Lifecycle Leadership Communication		<b>APM PFQ Exam</b>	DEBRIEF	

# Possible Extended 3-day option

Project Fundamentals Qualification

	08:30-10:00		10:15-12:30	12.30-13:30	13:30-14:30		14:45-16:00		16:10-17:30
DAY 1	Introduction to the course and exam Project Context	BREAK	Portfolios and Programmes Project Life Cycle	LUNCH	Project Reviews Project Success Business Case	BREAK	Project Management Plan Scope Management	BREAK	Estimating Scheduling
DAY 2	Resource Management Procurement		Change Control Configuration Management	LUNCH	Information Management Finance		Risk and Issue Management		Project Quality
DAY 3	Key Project Roles Stakeholder Management Teamwork		Team Roles Team Lifecycle Leadership Communication	LUNCH	<b>Full Recap and Review</b>		<b>Exam Technique and Practice Exam Questions</b>		<b>APM PFQ Exam</b>

# Benefits of the 3-day vs the 2-day option



- More time allowance for:
  - Discussion on issues and challenges in current practice.
  - Discussion on organisational application and benefits.
  - Simultaneous translation throughout the course through the assistance of an expert translator where the course group is based in a country where English is not the native language.
- Specific Revision / Recap / Review session to revisit all course content.
- Explicit session on Exam Technique for those who may be new to Multiple-Choice Exams.
- The 3-day course can be delivered for just £780 (+VAT) per delegate
  - That is just £130 more than the 2-day option. Just 20% more for a whole extra day!

# Why Us?

## ATTENTIVE

### FOCUSED ON YOUR NEEDS

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We work with you through face to face meetings to understand your business drivers.

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We customise the sessions to use examples and in-class activities tailored to your organisation and industry.

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In addition to covering the core syllabus and exam content, specific focus can be added where you want it e.g. on your methodology or current areas of development.

## FLEXIBLE

### CAN DO ATTITUDE

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Courses can be delivered on site at your company office or at any location of your preference.

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2-day PFQ courses can be delivered on weekends.

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5-day PMQ courses can be spaced out over a fortnight to suit business needs and availability.

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Exams are usually immediately at the end of the course, but other arrangements are possible.

## ACCOMPLISHED

### EXPIERIENCED IN SUCCESS

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Track record of running the top performing APM Project Management course in the UK for professional clients.

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Qualetic currently have a 100% pass rate in both PFQ and PMQ courses.

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97% of past delegates have scored their overall course experience as 'very good' or 'excellent'.



# Client Case Studies





Niles Lathia

# Director of Academic Operations

Your Lead Course Designer and Lead Trainer

Extensive PPM Practitioner Experience

Extensive PPM Academic Experience

Extensive APM Qualifications Course success

# NILESH LATHIA

## Project and Programme Management Experience of:

- Teams of up to 26 resources
- Budget size of up to \$3.2m
- Approximately 22+ Projects, inc:
  - Information System Development and implementation
  - Business Process Reengineering
  - Strategic Change Programmes
  - Post M&A Integration Programme

Find his full resume on linkedin: [my \*\*Linked in\*\* profile](#)



# Project Practitioner Experience - Industries and Markets

## Financial Services:

- American Express
- Grant Thornton

## Marketing Consultancy:

- TNS (WPP)

## Industry Body:

- British Medical Association

## Higher Education:

- University of Hertfordshire

# Academic Experience

Higher Education Lecturer:

- Project Management
- Operations Management
- Information Systems
- Process Improvement and Business Transformation

2009: University of West London

2011 – 2015: University of Hertfordshire

2015 – 2017: University of Warwick

**Head of APM Courses, increased average pass rate from ~70% to 90%, doubled the course frequency**

2018: University College London (UCL) *(ranked 5<sup>th</sup> in UK, 10<sup>th</sup> in World)*

**Head of APM PFQ Course, tripled the number of candidates, achieved 100% pass rate**



# QUALETIC

- Associate tutors and consultants working with and on behalf of QUALETIC include:
  - Retired PM at Ministry of Defence,
  - Former PM on the European Space Station launch,
  - Retired Head of Project Management at BT.
  - Business Head at Google and ex-VP at American Express

# Get in Contact

Email for a chat on how our Project Management training courses could add value for you.



[training@qualetic.com](mailto:training@qualetic.com)