



Qualification and Certification

Certified Project Management Associate IPMA® Level D

Why should I take part in the qualification course?

Are you managing medium-size projects or sub-projects? Are you a project member or a work package manager in complex projects? Would you like to bolster your professional experience with in-depth PM knowledge? Do you enjoy working in a structured environment and would like to increase your expertise? Does your course of study include PM content, or are you working in the crafts sector holding a project management function?

If you wish to deepen your project management knowledge and confidently master project management methods, this is the right training for you.

What do I achieve with the course?

- You will feel more confident in your project, as you are given a well-stocked toolbox and will be able to use it competently.
- Project management methods are no longer a challenge for you in your everyday professional life, as you know how to apply them and thus lead a moderately complex project*.
- You acquire a structured approach to project management which will help you find your way into your role as project manager, even in the face of difficulties.
- Your professional competence is complemented by modern project management methodology as well as communication and interaction skills.

What can I rely on?

- Terminology expertise: You will be able to use the correct technical terms of project management and confidently take a first step towards a proficient project manager role.
- Excellent exam preparation: You will receive intensive support and trainer reviews of your exam preparations.
- Practical relevance: You can immediately apply what you have learned to your projects and thus close possible knowledge gaps.
- Taking the broader view: In the course, you will exchange ideas and network with co-participants from a wide range of business sectors.

What is the syllabus?

This online course lasts 7 days over a period of 2-3 months, plus time for self-study and work on your report. The phases between classes serve for follow-up on the course content, for knowledge transfer to your own projects, and for exam preparation (report).

**Example of a moderately complex project: Team size 2-5 members (part-time), duration 6-12 months.*

Which topics will be covered?

Kick-Off/Module 1 (1 day)	Module 2 (2 days)	Module 3 (2 days)	Module 4 (2 days)
Introduction and information on GPM/IPMA® Certification requirements PM basics and definitions Project start Project organisation Teamwork	Strategy Project governance and compliance Project goals Stakeholder and Risk management Project design and agile PM	Project planning Quality Change management Project controlling and reporting Information and documentation management	Communication Leadership Conflict management Negotiations Change and transformation Project closure Exam preparation

Which exam will I be taking?

Written online exam (90 minutes) and Level D report (25 pages).

If you already hold the Basic Certificate (GMP), only written online exam (90 minutes).

What are the costs?

Online course: **3.650,00 € / 2.555,00 €* (*price reduced by 30% EU funding)**
plus 19% VAT

Included are:

- GPM license
- Project management study book
- Learning platform with documentation, templates, quiz, etc.
- Case studies, exercises, mock exams
- Extensive support by the course trainer while writing your Level D report

The additional certification costs (630,00 €, plus 7% VAT) will be charged after the exam by PM-ZERT.

Course dates

For current course dates, please see our website www.stz-itpm.de

Funding Possibilities

Kofinanziert vom Ministerium für
Wirtschaft, Arbeit und Tourismus
Baden-Württemberg



Kofinanziert von der
Europäischen Union

The course is usually supported by the Baden-Württemberg Ministry of Economics with funds from the European Union (ESF Plus). **The net course fee will then be reduced by 30%, for persons from age 55 by 70%.** Target group: Employees, self-employed persons, business founders, re-entrants – all with place of work or residence in Baden-Württemberg. Employees of the federal government, state, municipalities, transfer companies are not supported.

Please contact us. We look forward to welcoming you in the course.