

# 2024 STUDENT CALENDAR



## Important dates – to be diarised

Office hours are from 8 am to 4 pm, Monday to Thursday, and 8 am to 3.30 pm on 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 2024	Thursday 1 August 2024
<b>EXAMINATION REGISTRATION ENDS</b>	Thursday 7 March 2024	Friday 6 September 2024
Candidate Numbers are available online.	Monday 18 March 2024	Monday 16 September 2024
<b>Examination Dates</b>	<b>8 April – 22 April 2024</b>	<b>7 – 18 October 2024</b>
<b>NB: Results available online</b>	Monday 17 June 2024	Friday 13 December 2024
<b>Presentation of Diplomas</b>	<p><b>In Harare</b> Saturday, 2 March 2024</p> <p><b>In Bulawayo</b> Saturday, 9 March 2024</p> <p>For those who completed their Diploma during the April &amp; October 2023 Examinations.</p>	<p><b>In Harare</b> Saturday 1 March 2025</p> <p><b>In Bulawayo</b> Saturday 8 March 2025</p> <p><b>NB:</b> IPMZ will now conduct graduation ceremonies once annually in March. Those who complete their Diploma in April &amp; October 2024 will graduate in March 2025.</p>

**\*N.B.** Assignment Deadlines for Students writing **April 2024 Exams is Tuesday 13 February 2024.**

**October 2024 Exams are on Tuesday, 16 July 2024.**

**Please note that you must write two 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. The National Office must receive payments for annual subscriptions and modules in each subject to be written **BEFORE** applying to write the examinations.
2. An application form for examination registration can be downloaded from the 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 2024



DATE	DIPLOMA		HIGHER DIPLOMA	
	9.00 am to 12noon	1.30 pm to 4.30 pm	9.00 am to 12noon	1.30 pm to 4.30 pm
Monday 8 April	Human Resource Management	Safety, Health, and Wellness Payroll Management	Statistical Techniques for HR Analytics	Management
Tuesday 9 April	Employment Taxation Recruitment and Selection The Award	Management of Training Labour Economics	Strategic HRM	Organisation Development
Wednesday 10 April	Performance & Reward Management Principles of Economics	Data Visualisation Employment Relations	Financial Management	Change Management
Thursday 11 April	Entrepreneurship Skills	Business Communication	Business Economics	Corporate Governance and Ethics
Friday 12 April	Human Capital Planning People Analytics & Decision Making	Management Development Data Concept and Fundamentals of Programming	Marketing Management	Labour Productivity
Monday 15 April	Management Information Systems Organizational Development Analytics	Financial Accounting Financial Accounting for Human Resources Analytics		
Tuesday 16 April	Commercial Law Training Techniques	Industrial Psychology Human Resources Performance Analytics		
Wednesday 17 April	Research Methods	Law of Evidence Human Resources Metrics		
Friday 19 April	Business Statistics	Principles of Risk Management Conciliation & Arbitration		
Monday 22 April	Labour Econometrics Payroll Accounting	Human Capital Planning Information Systems Employment Law		

# Examination Timetable OCTOBER 2024



DATE	DIPLOMA		HIGHER DIPLOMA	
	9.00 am to 12noon	1.30 pm to 4.30 pm	9.00 am to 12noon	1.30 pm to 4.30 pm
Monday 7 October	Human Resource Management	Safety, Health, and Wellness Payroll Management	Statistical Techniques for HR Analytics	Management
Tuesday 8 October	Employment Taxation Recruitment and Selection The Award	Management of Training Labour Economics	Strategic HRM	Organisation Development
Wednesday 9 October	Performance & Reward Management  Principles of Economics	Data Visualisation  Employment Relations	Financial Management	Change Management
Thursday 10 October	Entrepreneurship Skills	Business Communication	Business Economics	Corporate Governance and Ethics
Friday 11 October	Human Capital Planning  People Analytics & Decision Making	Management Development  Data Concept and Fundamentals of Programming	Marketing Management	Labour Productivity
Monday 14 October	Management Information Systems  Organizational Development Analytics	Financial Accounting  Financial Accounting for Human Resources Analytics		
Tuesday 15 October	Commercial Law  Training Techniques	Industrial Psychology  Human Resources Performance Analytics		
Wednesday 16 October	Research Methods	Law of Evidence  Human Resources Metrics		
Thursday 17 October	Business Statistics	Principles of Risk Management  Conciliation & Arbitration		
Friday 18 October	Labour Econometrics  Payroll Accounting	Human Capital Planning Information Systems  Employment Law		