This is a credit-based qualification.
These regulations should not be read in isolation. It is important that you read them in conjunction with the following documents:

- General Qualification Regulations (Registered Qualifications)
- Student Regulations
- Module Regulations

These regulations are available by going online to the Open University ‘Essential Documents’ website at [www.open.ac.uk/essential-documents](http://www.open.ac.uk/essential-documents) and following the link to Registration Documents.

**PCM Q1 QUALIFICATION NAME**

**PCM Q1.1** The University offers the Professional Certificate in Management. Holders of this qualification are permitted to use the letters Cert Mgmt (Open) after their names.

**PCM Q2 REGISTRATION**

**PCM Q2.1** To register as a student, you must satisfy the requirements set out in Student Regulation OU 3. There is no academic entry requirement.

**PCM Q2.2** To be awarded the certificate, you must be registered for it and have successfully completed all the requirements.

**PCM Q2.3** You must study modules in the order, if any, specified in the enrolment process, unless exceptional permission is given by the Programme Director for the qualification.

**PCM Q2.4** If you are counting OU credit that was awarded before registering for the qualification or an award of credit transfer, or if you are changing your study route within the qualification, the remaining credit must be studied in the order, if any, specified in the enrolment process, unless exceptional permission is given by the Programme Director for the qualification.

**PCM Q3 CREDIT REQUIREMENT**

**PCM Q3.1** The University will award you the Professional Certificate in Management if you have 70 credits from approved modules providing that:

(a) 60 credits are from the specified compulsory modules

(b) 10 credits are from the residential and examination module

**PCM Q3.2** The Senate may permit you to qualify for the certificate if you have 70 credits, of which not less than 30 credits are from the successful completion of a specified module, 10 credits are from the successful completion of the residential and examination component and not more than 30 are transferred credit.

**PCM Q3.3** The credit for this qualification must include from Open University modules a minimum amount of credit that meets the conditions of General Qualification Regulation GQR 4.4*; that minimum is 30 credits.
**PCM Q4  CREDIT TRANSFER**

**PCM Q4.1** The credit transfer scheme for the certificate is governed by General Qualification Regulation GQR 5*.

**PCM Q4.2** Any award of transferred credit towards either of the specified compulsory modules given in regulation PCM Q 3.1 (a) will take the form of module exemption.

**PCM Q4.3** Credit transfer is not permitted towards the 10 credit module given in PCM Q 3.1 (b)

**PCM Q4.4** The study considered for an award of transferred credit must have been completed within the 16 years prior to the University receiving your complete application for credit transfer towards this certificate.

**PCM Q4.5** The maximum award of transferred credit is 30 credits.

**PCM Q5  DURATION OF STUDY**

**PCM Q5.1** The OU credit required for the Professional Certificate in Management must be obtained during a period not exceeding 4 years, except where credit transfer has been awarded, in which case the time to complete the OU credit will be less, as detailed in General Qualification Regulation GQR 5.13*.

**PCM Q5.2** The Professional Certificate in Management can be obtained during the time that the certificate is available. If the certificate is approved for withdrawal regulation GQR 4.1* will apply.

**PCM Q5.3** Credit from particular modules may cease to be countable towards the Professional Certificate in Management at a specified point in time after their final presentation.

* The paragraph references to the GQR in this document refer to the 2014 version, effective from 1 August 2014. Equivalent references to the previous version (2012) are as follows:

  Progression: GQR 3.4 (GQR 2.2) Unique Study: GQR 4.4 (GQR 3.4) Credit Transfer: GQR 5 (GQR 6) Time Limit on Qualification with Credit Transfer GQR 5.13 (GQR 6.13) Withdrawals of Qualifications GQR 4.1.2 (GQR 3.1.2)