

**CIPS Level 5 Adv Diploma in Procurement and Supply**

Course details

Course Code: RBUS084D

Duration: Jan ‘24 to Jan ‘25

Campus: Crawley, Longley Building – 3rd Floor

**Business and Public Services**

Welcome to Crawley College



Dear Student

**Contact your Study Programme Leader:**

**Tel 01293 442356**

Thank you for choosing to study CIPS Level 5 Advanced Diploma in Procurement and Supply at Crawley College. We look forward to working with you over the next year.

Further to your starting information, which outlines your start date & time, below is a brief overview regarding coming to college and preparing to study your course.

You should normally have already completed the Level 4 Professional Diploma in Procurement and Supply and be working in a procurement management role in order to embark on this course.

You will need to have membership of the Chartered Institute of Procurement & Supply in order to take examinations.

It is strongly advised to purchase textbooks to support your study for each module. You will be given a list of these when you are on the course.

The first few days of the course will be for induction and enrolment. **Timetables will not be available until this point.** This will give you the opportunity to get to know the other students on the course, as well as your lecturers.

 **Please ensure that on your first day you bring the following:**

1. **Confirmation of your GCSE results – we cannot enrol you without a copy of results so this is essential.** If you can, please also bring a photocopy which you can leave with us.
2. A pen and paper.
3. If applicable, payment for your course/evidence of benefits

You will need to fill out a number of consent forms which will also be given to you during induction week.

Please feel free to contact us with any questions you may have regarding the above and we will be happy to help.

Business Dept

01293 442200 ext.2356