



## Certified Professional in Supply Management

### Information Sheet

1. What does CPSM mean? **Certified Professional in Supply Management is an international designation/certification provided by the Institute for Supply Management (ISM) [www.ism.ws](http://www.ism.ws). The Certified Professional in Supply Management® is the qualification that supply management professionals strive to earn. The CPSM® will be relevant internationally and reflect the expanded knowledge, skills and abilities needed to be a successful supply management professional.**
2. What are the entry requirements to attend the CPSM class at the University College of the Caribbean? **At least 1 year experience in the area procurement.**
3. What is the class schedule like? **Sundays at 12:30 p.m. - 5:30 p.m.**
4. Which campus will the course be held on? **17 Worthington Avenue, Kingston 5.**
5. What is the tuition cost? **\$62,000.00**
6. What is the reg. fee? **\$650.00, this fee is in addition to the tuition cost**
7. Do you have payment plans? **Yes, 50% due on registration deadline and remaining 50% as per determined schedule.**
8. How do I access further details? **Please collect your information package at the CEMSS Department at 17 Worthington Avenue, Kingston 5 or call 935-0997; 935-0977; 935-0999; or email executiveed@ucc.edu.jm**
9. When should I register? **Registration must be done at least 2 weeks before the seminar.**
10. What is registration?

#### **Registration is:**

- a. **Collection of Information Package from 17 Worthington Avenue, Kingston 5.**
- b. **Completion and submission of Application Form at 17 Worthington Avenue, Kingston 5.**
- c. **Payment of at least 50% of course fee at bank or at Worthington Campus using debit, credit cards or make manager's cheque payable to University College of the Caribbean.**

- d. **Collection of Class Pass from Student Financial Services Dept. (cashier) at – 17 Worthington Avenue, Kingston 5.**
  - e. **Payment of ISM Membership Fee – USD\$210 + ISM Local Chapter Admin Fee – JAD\$2,000.00**
11. What is the duration in hours for this course? **This CPSM designation course (3 modules) is 90 hours long – not including exams.**
  12. How many modules are in this CPSM course? **3**
  13. What are the titles of the individual modules? **Module 1 – Foundation of Supply Management, Module 2 – Effective Supply Management Performance, Module 3 – Leadership in Supply Management.**
  14. Do I have to pay for each module? **Yes, each module cost \$62,000 – therefore all three modules will cost a total of \$186,000.00 plus \$650 – registration fee.**
  15. What course materials are required? **Each student must purchase their textbooks for each module. If students register as members of ISM the books cost USD\$85.00 for each module (total of USD\$255.00) – Non-Members pay USD\$115 for each module text (total of USD\$345.00) plus shipping & handling costs. The lecturer will provide students with some support materials as well as Mock Examination materials.**
  16. Do I have to purchase all my books at once? **No, but if you do, you earn 10% discount on the total cost.**
  17. When can I pay my book and tuition fees? **No later than 2 weeks before the start of the programme.**
  18. Am I required to do projects? **No.**
  19. Will there be field trips? **No.**
  20. Will I get a UCC certificate on completion? **Yes, if you sit the UCC mock examination and pass you will be awarded a UCC certificate of achievement otherwise you will be awarded a UCC certificate of participation.**
  21. Will I be required to sit exams? **Yes, tests at the end of each lecture in the following class and a final mock examination at the end of each module.**
  22. What is the pass mark for each UCC module exam? **50%.**
  23. Will I be certified when I am finished with this course? **No, you will need to sit an examination at the end of each module with the ISM certification body.**
  24. What are the ISM entry requirements to earn the CPSM certification?  
**The ISM certification requirements are as follows:**
    - a. **3 years full-time, professional supply management experience (non-clerical, nonsupport)**

**AND**

b. **Bachelors' degree from a regionally accredited institution or international equivalent**

**AND**

c. **Pass 3 CPSM® Exams**

**OR**

d. **If you are a C.P.M. in good standing, pass the Bridge Exam**

25. Do I have to have **26a, 26b**, in order to sit the CPSM examination? **No! – you can register to become a member of ISM, attend the CPSM classes @UCC, register, sit and pass the module examinations.**
26. At what point do I apply for my CPSM certification? **You may submit an application for the CPSM certification after meeting requirements 26a, 26b and 26c.**
27. How do I go about sitting the ISM CPSM examination? **You must register for and pay Examination fee of USD\$180 (ISM member) or USD\$265 (Non-member) plus Local ISM Chapter Admin fee of JAD\$2,500 for each module exam**
28. How do I contact you for more information? **Tel# 935-0997 or 935-0999 or email us at [executiveed@ucc.edu.jm](mailto:executiveed@ucc.edu.jm)**
29. Is there a way to earn the CPSM if I do not have a bachelor's degree? **No. If you do not have a bachelor's degree from a regionally accredited institution then you are not eligible for the CPSM, but you may go ahead and sit the exams after completion of your degree and gaining experience you become eligible for certification.**
30. Will any degree (major) do? **Yes your degree major does not matter.**