

# Coaching and Mentoring

CMI Level 3



## ENTRY CRITERIA

Aged 16+ and able to demonstrate sufficient capability at the right level to undertake the learning and assessment

## CMI Level 3 Coaching and Mentoring



## DESIGNED FOR

Supervisors and first line managers to support the development, coaching and mentoring skills and techniques of individuals, teams and achieve objectives.

## SUPPORT

- Self-study courses with dedicated support from CMI-approved tutors to provide support and assistance with assignments and study materials
- Delivered via Moodle and in collaboration with the CMI and Management Direct
- All course materials are available online 24/7

## QUALIFICATION

- Study at Award, Certificate or Diploma Level
- CMI qualifications at RQF Level 3 portray practical skills and competences that are rated in academic terms as being comparable to GCE AS/A Levels
- Accredited by the Chartered Management Institute (CMI)
- Nationally recognised: all credits earned are transferable to other university or college programmes within a similar discipline

## BENEFITS

- Explore the principles of coaching and mentoring, and their organisational and individual impacts
- Develop skills and techniques that will enable you to apply your learning practically when mentoring team members
- Use this distance learning to progress onto higher levels of study
- Improve your career prospects and, as a result, command a potentially higher salary



## SELF STUDY INFO

Each unit up to 8 weeks to complete, with 1-2 days of study per week

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AWARD

**Award** is the shortest and most concise qualification consisting of one unit of your choice from the list below and typically taking between one and two months to complete.



CERTIFICATE

**Certificate** provides a broad base of knowledge and skills, consisting of two units of your choice from the list below and typically taking between two and four months to complete.



DIPLOMA

**Diploma** provides a comprehensive and extensive programme consisting of six units (mandatory first five units below and additional optional unit of your choice from the three units marked DIPLOMA LEVEL ONLY, and typically taking between six and 12 months to complete.

## TOTAL UNIT TIME (TUT)

CMI qualifications consist of units, which have a TUT value that tells you roughly how many hours it typically takes to complete each unit.

## COURSE ASSESSMENT

No examinations. Completion of a written assignment per Unit (word count per assignment (2,000 to 2,500)

## COURSE UNITS

- 3011 Principles, skills and impact of coaching and mentoring (TUT 70)
- 3012 Coaching and mentoring for individual and team needs (TUT 60)
- 3013 Managing the coaching and mentoring relationships (TUT 50)
- 3014 Coaching and mentoring processes (TUT 70)
- 3015 Completing the coaching and mentoring process (TUT 50)
- 4003 Understanding Organisational Culture, Values and Behaviour (TUT 70) **DIPLOMA LEVEL ONLY**
- 4004 Understanding Team Dynamics (TUT 70) **DIPLOMA LEVEL ONLY**
- 4008 Promoting Equality and Diversity (TUT 70) **DIPLOMA LEVEL ONLY**



## BUYING OPTIONS

We offer payment options suited to any circumstances whether in full, monthly or one unit at a time.

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### HOW MUCH DOES IT COST

All **individual units** are £248.00 per unit.

#### CMI Registration Fees:

Award £114

Certificate £156

Diploma £216

[Please visit our website](#) for special offers and to purchase any course.

We offer multiple buying options for all courses and levels, as well as options to purchase a course as a gift for someone else.



Pay for your whole course upfront. Includes the CMI Registration Fee.



Alternatively, you may prefer to spread the cost of the course (Certificate and above) over 3 or 12 months period with 0%. Your first installment will include the CMI Registration Fee.



Pay one unit at a time as you study. Your first payment will include the CMI Registration Fee and your first unit. You can then purchase your next unit(s) as you progress through your course.



## ANY QUESTIONS?

Our dedicated onboarding team are standing by to assist you

## CMI Level 3 Coaching and Mentoring

### WAYS TO GET IN TOUCH

We will be pleased to help you tailor your own programme of learning and answer any queries you may have.

**Call us:** +44 (0) 1424 551 066

**Email us:** [hello@sussexbusinessschool.com](mailto:hello@sussexbusinessschool.com)

Have a quick question and need a quick response?

**Reach out on Twitter:**



### WHAT DRIVES US

### FREE PERSONALISED LEARNING PLAN

Complete and send the career assessment questionnaire below to receive your free personalised career advice and learning plan to meet your career and professional development objectives. Our team will be in touch once we receive and analyse your information. [Start here.](#)

### CHOOSE YOUR FUTURE

### SPEAK TO A COURSE SPECIALIST

Book a free, no-obligation telephone or Zoom consultation with our Onboarding Manager. If you prefer Zoom or are not based in the UK please add your Zoom account email address and a note that you would like a zoom call to \*Any other questions area of the form. [Click here to book your slot.](#)