

UNIQUE LEARNING  
AWESOME CAMPUS



# CERTIFICATE IN MANAGEMENT at UNISTEM



# Welcome to UNISTEM

UNISTEM is a leading higher education institution in Colombo, Sri Lanka, dedicated to fostering academic excellence and holistic student development. Established in 2008, UNISTEM has grown into a prestigious institution, serving as a premier international partner of the University of Northampton (UON), UK. Together, we offer a wide range of Bachelor's and Master's degrees through our collaborative franchise partnership.

UNISTEM is an award-winning partner of Pearson UK, delivering a diverse array of Post-graduate Diplomas, HNDs, Higher Diplomas, and Diplomas. Pearson is the UK's largest qualification awarding body, offering academic and vocational qualifications like BTEC and Pearson Edexcel. These qualifications are recognized globally by many universities. Regulated by OFQUAL and other UK bodies, Pearson has a 150-year history and collaborates with leading educational institutions worldwide.

Our commitment to academic quality is evidenced by our alignment with international standards, including ISO 9001-2015 QMS certification, Pearson Quality Standards, and the UK Quality Code for Higher Education. With three state-of-the-art campuses in Colombo, UNISTEM offers a vibrant learning environment designed to support both academic and professional growth.

UNISTEM is a global online learning provider offering high-quality education across various disciplines. It delivers accessible, flexible courses tailored to diverse learners, emphasizing innovation and interactive learning. UNISTEM programs are designed by industry experts, ensuring relevance and up-to-date content. It fosters global collaboration, connecting students with leading educators and peers worldwide.

At UNISTEM, we are committed to student success. Our curriculum integrates practical internships, employment assistance, and personalized academic guidance from dedicated tutors. Join us for a transformative educational experience that prepares you to become a self-reliant, socially responsible, and successful individual in the global workforce.



## Certificate Courses

Certificate in  
**BUSINESS AND MANAGEMENT**

Certificate in  
**HUMAN RESOURCE MANAGEMENT  
& PSYCHOLOGY**

Certificate in **PSYCHOLOGY**

Advanced Certificate in  
**HUMAN RESOURCE MANAGEMENT –  
Online**



## OUR Brands



Institute for Science, Technology, Engineering and Management (ISTEM),  
formerly known as Human Resource Management Institute (HRMI)



# Our Partners



Collaborative  
Franchise Partner  
of The University of  
Northampton (UON),  
Public University in UK



Murdoch  
University,  
Australia  
Articulation  
Pathway Provider

Premier International  
Partner of UON



Approved Centre  
for Pearson UK  
Since 2010

Recipient of the  
International  
Changemaker Award  
University of Northampton 2020 & 2022

Pearson Sri Lanka  
Award Winner for Academic  
& Performance Excellence  
2014 – 2017

Nominated for  
UON People's Award 2024

CASA  
COLLEGE



1997

Casa College,  
Cyprus  
Study Pathway Provider



20,000+ Professionals  
Leader in Apparel Education in Sri Lanka



Recognised by the  
Tertiary and Vocational  
Education Commission  
(TVEC), Sri Lanka



Recognised by  
Maldives  
Qualifications  
Authority (MQA)

University of Northampton



Murdoch University



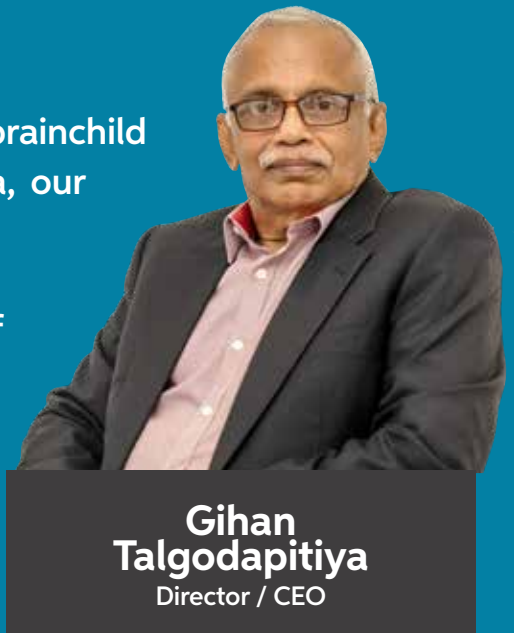
Casa College



# How we Differentiate!

UNISTEM stands as a shining example of innovation, a brainchild born from the visionary mind of Gihan Talgodapitiya, our CEO and Founder.

With roots grounded in the National University of Singapore (NUS) and nurtured by over three decades of diverse global experiences in Corporate Training, Gihan is driven by a passionate commitment to revolutionize the educational landscape in Sri Lanka, offering our students a truly unparalleled learning journey.



Our Academics are headed by Vice Chancellor Professor Emeritus Indralal De Silva, Former Dean, Faculty of Arts, University of Colombo; Research Fellow, National University of Singapore (NUS); Senior Fulbright Fellow, Harvard School of Public Health, Harvard University; Post Doctoral Fellow, Australian National University (ANU). Prof. De Silva is highly respected for his innovative ideologies in education and reengineering traditional approaches to teaching and learning. He is renowned for pushing the boundaries of knowledge through unconventional thinking, creative problem-solving, and interdisciplinary collaboration.

We provide a transformative learning adventure for our students. This experience will not only shape their perspectives but also elevate their professional standing. Our holistic approach to learning empowers individuals to shine brightly in society and excel in the workplace, setting them apart as true leaders of tomorrow.

# Our Three Pillars for Outstanding Student Satisfaction!

Respected Qualifications | Campus Life | Transformational Learning

**Respected Qualifications:** Our Partner, University of Northampton (UON), is a public university which has received many awards and recognitions reflecting its commitment to excellence in education, sustainability, social responsibility, and community engagement.

**Campus Life:** UNISTEM is designed for the Gen Z and Millennials. Perhaps the best equipped city campus in Colombo with lots of happenings to keep our young students focused on meaningful and engaging experiences.

**Transformational Learning:** Our 'Hubs & Cells' drive the transformational process creating a profound shift in perspective and behavior of our young students.

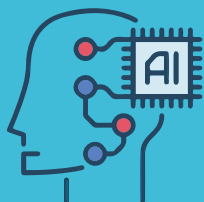
**The Eight Hubs & Cells** provide physical and digital resources to enable our students transform their learning into real-life applications.

Every student, irrespective of the course of study, is encouraged to be actively engaged in the Eight Hubs & Cells we have set-up to relate their learning to real life situations and challenges.

Engaging in various Hubs & Cells provides our students with diverse benefits that contribute to their personal, academic, and professional development.

Hubs & Cells provide a unique learning adventure unheard in Sri Lanka.

# Why UNISTEM



Innovative  
AI-enabled  
Teaching



Designed for  
Gen Z!



eLibrary

Pearson  
e-library



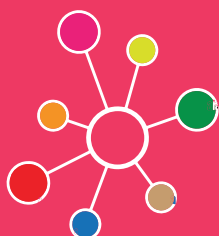
Internship  
Placements



Industry  
Partnerships



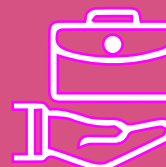
Personal  
Tutors



Eight Hubs  
& Cells



Changemaker  
Values



Employment  
Focused

# The Eight Hubs & Cells



**Innovation Hub**



**Research Cell**



**Thinking Hub**



**Communication Cell**



**Changemaker Hub**



**Emotional Intelligence Cell**



**Entrepreneurship Hub**



**Management Skills Cell**



# Innovative Teaching

Our students belong to the dynamic Gen Z and Millennials, whose hunger for knowledge transcends traditional teaching. Our approach extends far beyond the confines of standard textbooks and theories, offering a journey that ignites curiosity and fosters genuine growth. This innovative and truly unique learning experience and campus life, differentiates UNISTEM from any other higher education institution.

We extensively use Activity Based Learning (ABL) as our teaching methodology. It is all about learning through active participation in tasks, real-life situations, and various activities. In this method, students take the center stage, while teachers assume the role of facilitators. ABL empowers students to learn autonomously, progressing at their own pace, while engaging in supervised activities that promote interactivity and deeper understanding.

Classroom learning is supplemented with regular industry visits. Students are privileged to learn from corporate leaders about strategies and success stories.



# Innovative Teaching

**AI-ENABLED  
LEARNING  
TOOLS**

**ONLINE  
RESOURCES**

**DIGITAL  
TEACHING  
AIDS**

**SMART  
CLASSROOMS**



# Certificate in BUSINESS & MANAGEMENT

Welcome to our dynamic series of modules designed to enhance your management, finance, and marketing skills! In the Introduction to Management section, you'll explore essential management principles, learn to be a changemaker, and dive into theories of leadership and motivation. We'll also equip you with vital entrepreneurship skills and effective communication techniques, culminating in an interactive Q&A session for deeper understanding.

Transitioning into finance, you'll gain insights into understanding finance in management, sources of finance, and the various business entities in Sri Lanka. Learn to analyze financial statements effectively and engage in discussions during the Q&A session to solidify your knowledge.

Finally, our Insights into Marketing module will provide you with a comprehensive understanding of the marketing environment, strategies for segmentation, targeting, and positioning, as well as insights into advertising, public relations, and distribution channels. Join us to elevate your skills and make a significant impact in your professional journey!

## COURSE CONTENT

- Introduction to Management
- Changemaker in Action
- Theories of Leadership & Motivation
- Entrepreneurship Skills
- Skills of Communication and Team Development
- Understanding Finance in Management
- Sources of Finance
- Business Entities in Sri Lanka
- Financial Statement Analysis
- Insights into Marketing
- Marketing Environment
- Segmentation, Targeting, Positioning
- Advertising, PR & Distribution Channels

## Entry Requirements

- GCE(O/L) 6 passes with Mathematics & English and Age Below 19 years
- Students with pending GCE (O/L) results are eligible to apply



# Certificate in HUMAN RESOURCE MANAGEMENT & PSYCHOLOGY

Welcome to our comprehensive range of modules designed to equip you with essential skills and knowledge for personal and professional growth.

**Management and Leadership:** Explore foundational concepts in management, become a changemaker in action, and delve into theories of leadership and motivation. Develop crucial entrepreneurship skills alongside effective communication and team development techniques, complemented by an interactive Q&A session to clarify your understanding.

**Psychology and HRM:** Gain insights into the intersection of psychology and human resource management. Learn about employee counseling, emotional intelligence, and personality traits. Engage in a Q&A session to deepen your grasp of these concepts.

**Labour Law and HR Practices:** Understand the intricacies of Sri Lankan labour law, conflict handling, grievance procedures, and disciplinary measures. Emphasize occupational health and safety while applying your learning in practical HR scenarios.

## COURSE CONTENT

- Introduction to Management
- Changemaker in Action
- Theories of Leadership & Motivation
- Entrepreneurship Skills
- Skills of Communication and Team Development
- Introduction to Psychology
- Psychology and HRM
- Employee Counselling
- Emotional Intelligence & Personality Traits
- Introduction to Sri Lanka Labour Law
- Conflict Handling & Grievance Procedures
- Disciplinary Procedures
- Occupational Health & Safety
- HR in Practice

## Entry Requirements

- GCE(O/L) 6 passes with Mathematics & English and Age Below 19 years.
- Students with pending GCE (O/L) results are eligible to apply



# Certificate in PSYCHOLOGY

This comprehensive online course offers an engaging introduction to the fascinating field of psychology, providing you with essential knowledge and insights into human behavior, mental processes, and emotional well-being. Whether you're looking to explore psychology for personal enrichment, enhance your professional skills, or lay the foundation for further academic study, this certificate will equip you with a solid understanding of key psychological principles. You'll delve into topics such as developmental psychology, social behavior, mental health, ethics, and more, all while gaining the tools to critically analyze and apply psychological concepts in real-world contexts. Join us on this journey to better understand the mind, behaviors, and the diverse factors that shape human experience.

## COURSE OBJECTIVES

- To introduce fundamental psychological principles and concepts.
- To explore human behavior, cognition, and mental health in everyday life.
- To develop practical skills for applying psychological knowledge in personal and professional contexts.

## COURSE CONTENT

### Introduction to Psychology

- Overview of Psychology: Definition, branches, and applications.
- Key Historical Movements and Figures in Psychology.
- Fundamentals of psychological research methods
- Introduction to Ethics in Psychology.

### Biological Bases of Behavior

- Structure and function of the brain
- Nervous system and neurotransmission
- The impact of genetics and environment on behavior
- Brain imaging techniques

### Human Behavior and Development

- Life Span Development
- Learning and Memory
- Motivation and Emotion
- Personality Development

## Entry Requirements

- GCE(O/L) 6 passes with Mathematics & English and Age Below 19 years.
- Students with pending GCE (O/L) results are eligible to apply

## Mental Health and Emotional Well-being

- Understanding Mental Health
- Stress and Coping Strategies
- Basics of Psychological Disorders
- Basics of Therapy
- Promoting Mental Well-being in Daily Life.

## Social and Cultural Psychology

- Understanding Social Behavior
- Interpersonal Communication and Relationships
- Cultural Psychology
- Stereotypes, Prejudice, and Discrimination.

## Applications of Psychology

- Psychology in the Workplace
- Educational Psychology
- Consumer Psychology
- The Role of Psychology in Technology and Social Media.



# Advanced Certificate in HUMAN RESOURCE MANAGEMENT – Online

**Entire course delivered online and accessible at your convenience**

**All Assessments can be completed online**

The Advanced Certificate in HRM is a unique programme of study which provides an overall understanding of the operational aspects of HRM. This qualification will enable a newcomer to comfortably integrate into a HR department and start work effectively. In addition to learning all aspects of HRM, students gain a broad understanding of Sri Lanka Labour Law, Disciplinary Procedures and Occupational Safety and Health.

Knowledge gained in this course can be directly applied at work, thus providing a distinctive advantage for a student to prove his/ her competencies. This course provides the foundation for professional development and serves as an entry qualification for an executive position in HR.



## For whom is this Course?

- For School Leavers who wish to learn all about HR comprehensively without wasting time and money on foundation courses.
- A must knowledge for any Executive or Manager.
- For anyone managing people in whatever the function in any sector or industry as knowledge of HRM is a prerequisite for career progression and advancement.
- For someone who would want to know about HRM at an affordable cost on a schedule which has 24×7 convenient access.

## Entry Requirements

- G.C.E. (O/L) 6 passes with Mathematics & English OR
- 1 year Work Experience OR
- GCE A/L OR
- Pearson BTEC Level 3

## **PROGRAMME STRUCTURE**

### **HRMI 24 X 7 ONLINE LEARNING**

- This course is accessible 24×7 to suit individual convenience of students living in Sri Lanka or anywhere in the world.
- The standard duration of the course is 4 months. However, a student can complete the course within a duration of 3 months on request. In such cases, the student will be provided with a personalised learning schedule.
- The syllabus is identical to our regular courses conducted at UNISTEM.
- The student is considered as a regular on-campus student.
- The entire learning and assessments can be done online.

## **COURSE CONTENT**

### **MANAGEMENT MODULE**

- Introduction to Management
- Theories of Leadership & Motivation
- Skills of Communication & Team Development

### **HUMAN RESOURCE MANAGEMENT MODULE**

- Introduction to HRM
- HR Planning
- Job Analysis, Job Descriptions and Job Specifications
- Recruitment & Selection
- Induction & Orientation
- Training & Development
- Performance Management
- Remuneration & Rewards

### **INDUSTRIAL RELATIONS MODULE**

- Introduction to Sri Lanka Labour Law
- Conflict Handling & Grievance Procedures
- Disciplinary Procedures
- Occupational Health & Safety
- IR in Practice

### **SPECIAL TOPICS**

- Strategic HRM
- Corporate Social Responsibility
- Green HRM
- Basics of HR Analytics



# Unique Campus Experience



Industry Visits | Guaranteed Internship Placements | Personal Tutors  
Counselling Service | Core Text and e-library | Student Voice  
Entertainment Events | Fully Equipped Gym | Fitness & Sports Facilities  
Recreation Floor | Pool Table | Table Tennis | Indoor Games  
Disabled Access | Fire & Safety Standards | Prayer Rooms

# Unique Campus Experience



# Unique Campus Experience



# Unique Campus Experience



# Unique Campus Experience



# Industry Visits



# International Recognition



## International Changemaker of the Year: 2020 & 2022

Awarded by  
University of  
Northampton

## Academic Excellence: 2014, 2015, 2016, 2017.

Awarded by Pearson



## Largest International Academic Partner of The University of Northampton

in terms of student enrolments and  
the number of degrees offered





**2,000+**

**Active students**



**03 Campuses  
located in  
Colombo**





[www.unistem.lk](http://www.unistem.lk)



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for More Information & Commencement Dates

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