CIPS study for LUPC members

Your guide to qualifications and study in 2026–27

Central Business School (CBS) works in partnership with London Universities Purchasing Consortium (LUPC) to support staff across its member universities and wider public sector organisations. This guide brings together the study options, discounted member fees and teaching timetables for CIPS Levels 2 to 6.

Learning that fits around your working life

Whether you are new to procurement or building towards a more senior role, CBS's friendly, knowledgeable team can help you choose the right qualification and a study plan that fits around your work commitments. Study on demand at your own pace, or learn alongside others in small, interactive virtual or face-to-face classes where available. Whichever option you choose, were confident you'll have expert guidance and personal support to help you stay confident and on track.

Support throughout your studies

- Choose on-demand learning at your own pace, weekly live virtual classes, or face-to-face teaching where numbers allow.
- Access recorded tutor explanations and module workbooks that break the course into manageable sections and complement your CIPS study guides.
- Prepare confidently with CBS's comprehensive pass kit, including CIPS-style practice questions and answers, knowledge quizzes and self-assessment exercises.
- Enjoy unlimited individual support from a dedicated personal tutor, including personalised feedback on practice essays for written exam modules.
- Use tutor-created, individually tailored interactive AI tutorials at any time to deepen your understanding and turn reading into active learning.
- Develop your exam technique through live revision sessions and writing workshops with model answers. On-demand learners can join these alongside taught clients when following the teaching schedule.
- Benefit from CBS's pass guarantee: if you are unsuccessful in an exam, CBS continues to tutor you without an additional tuition charge.

A specialist CIPS study centre

Central Business School is fully approved by CIPS to deliver qualifications across Levels 2 to 6 and has 15 years' experience of providing outstanding face-to-face and online CIPS teaching. Its teaching combines practical workplace examples with focused exam preparation. As a small, friendly specialist provider, CBS offers a personal approach, with experienced tutors who take an active interest in each learner's progress and success.

Where to find what you need

Explore the qualifications and teaching timetables on the Central Business School website:

- Level 2 Certificate
- Level 3 Advanced Certificate
- Level 4 Diploma
- Level 5 Advanced Diploma
- Level 6 Professional Diploma

Find out more about on-demand learning, weekly virtual classes and face-to-face teaching.

For advice on choosing a qualification, discussing study options or getting registered, email David Morton, **Programme Director at Central Business School, or phone 07775 906024**. Alternatively, call the friendly CBS office team **on 01908 698 849.**

Fees and practical arrangements

LUPC member tuition fees

LUPC members receive a 10% discount on Central Business School's standard tuition fees for both taught courses and on-demand learning.

Qualification	Study option	Standard fee	LUPC saving	LUPC member fee
Levels 2 and 3	Virtual or face-to-face classes	£995.00	£99.50	£895.50
Levels 2 and 3	On-demand learning	£895.00	£89.50	£805.50
Levels 4, 5 and 6	Virtual or face-to-face classes	£1,495.00	£149.50	£1,345.50
Levels 4, 5 and 6	On-demand learning	£1,295.00	£129.50	£1,165.50

Fees are per person, per qualification, and exclude VAT. CIPS membership, exam fees and study guides are separate from tuition.

Practical arrangements

Books and other costs

CIPS membership, exam fees and study guides are separate from tuition. The team at Central Business School can explain the costs and help you get everything organised.

LUPC pays for study guides for its members' staff, with delivery to their home address. Please contact CBS before ordering so that the arrangements can be confirmed.

You can register as a CIPS member and book exams directly through the CIPS website. If you would prefer CBS to manage your CIPS payments, the team will be happy to explain this service and the administration charge.

Choosing your qualification

If you are unsure where to begin, CBS will be happy to talk through your experience and career goals and help you choose the right level.

Levels 2 and 3 are suitable starting points if you have no previous qualifications or procurement experience.
For Level 4, the usual entry routes include two A levels, relevant CIPS qualifications or two years' business experience.
Level 5 follows the Level 4 Diploma, and Level 6 follows the Level 5 Advanced Diploma.

Classes and exam arrangements

CBS offers weekly online classes in daytime and evening slots, making it easier to fit study around your work commitments. Contact the CBS team to explore the options for your level or arrange a taster session. Face-to-face teaching is also available where there is sufficient interest at a local centre.

CBS can help you choose a suitable start date and plan your studies around the teaching timetable and exam booking deadlines. On-demand learners can begin at any time. The team can also guide you through booking your exams and explain the options for taking them at an exam centre or remotely.

Apprenticeship options

The apprenticeship route enables organisations to develop new or existing staff through CIPS study, using their Apprenticeship Levy funds to cover training and assessment costs without an additional training charge.

CBS delivers the CIPS Level 3 Advanced Certificate and Level 4 Diploma elements of these programmes in partnership with Fareport Training, combining professional qualifications with learning that staff can apply directly in their roles.

Contact CBS to explore this option for your team. The team will be happy to explain the programme and help Fareport confirm eligibility and funding arrangements.

Teaching timetables for 2026–27

The timetables below show CBS teaching blocks and exam weeks. All dates are week commencing; modules listed together share a teaching block. CBS can help you choose a start date and plan your exam bookings.

Levels 2 and 3 normally take around eight months to complete, and Levels 4 to 6 around a year, with flexibility to study at a pace that suits you.

Level 2 Certificate

An ideal starting point for those new to procurement or whose role includes purchasing responsibilities. The course builds a practical understanding of procurement and supply, with no previous qualifications or experience required.

Module	From w/c	To w/c	Exam w/c
L2M4 Systems Technology	14.09.26	02.11.26	09.11.26
L2M5 Inventory, Logistics and Expediting	14.09.26	02.11.26	09.11.26
L2M1 Introducing Procurement and Supply	16.11.26	05.01.27	11.01.27
L2M2 Procurement and Supply Operations	16.11.26	05.01.27	11.01.27
L2M3 Stakeholder Relationships	19.01.27	01.03.27	08.03.27
Rolling continuation: L2M4 Systems Technology and subsequent modules	19.01.27	01.03.27	08.03.27

Level 3 Advanced Certificate

Ideal for junior buyers and staff carrying out day-to-day procurement tasks. The course develops essential skills for an operational role and provides a route to the Level 4 Diploma.

Module	From w/c	To w/c	Exam w/c
L3M1 Procurement and Supply Environments	14.09.26	02.11.26	09.11.26
L3M2 Ethical Procurement and Supply	14.09.26	02.11.26	09.11.26
L3M3 Contract Administration	16.11.26	05.01.27	11.01.27
L3M4 Team Dynamics and Change	16.11.26	05.01.27	11.01.27
L3M5 Socially Responsible Procurement	19.01.27	01.03.27	08.03.27
Rolling continuation: L3M1 Procurement and Supply Environments and subsequent modules	19.01.27	01.03.27	08.03.27

Level 4 Diploma

For those ready to develop their procurement expertise, this course builds skills in negotiation, contracts and supplier management. It is the first Diploma stage on the qualification route towards MCIPS.

Module	From w/c	To w/c	Exam w/c
L4M1 Scope and Influence of Procurement and Supply	14.09.26	09.11.26	16.11.26
L4M2 Defining Business Needs	23.11.26	11.01.27	11.01.27
L4M7 Whole Life Asset Management	23.11.26	11.01.27	11.01.27
L4M8 Procurement and Supply in Practice	18.01.27	08.03.27	15.03.27
L4M5 Commercial Negotiation	22.03.27	03.05.27	10.05.27
L4M3 Commercial Contracting	22.03.27	03.05.27	10.05.27
L4M4 Ethical and Responsible Sourcing	24.05.27	28.06.27	12.07.27
L4M6 Supplier Relationships	24.05.27	28.06.27	12.07.27

Level 5 Advanced Diploma

Building on Level 4, this course equips buyers, contract managers and supply chain managers to improve procurement performance, manage risk and deliver organisational objectives.

Module	From w/c	To w/c	Exam w/c
L5M1 Managing Teams and Individuals	14.09.26	09.11.26	16.11.26
L5M2 Managing Supply Chain Risk	23.11.26	11.01.27	11.01.27
L5M3 Managing Contractual Risk	23.11.26	11.01.27	11.01.27
L5M4 Advanced Contract and Financial Management	18.01.27	08.03.27	15.03.27
L5M6 Category Management	22.03.27	03.05.27	10.05.27
L5M8 Project and Change Management	22.03.27	03.05.27	10.05.27
L5M5 Managing Ethical Procurement and Supply	24.05.27	28.06.27	12.07.27
L5M9 Operations Management	24.05.27	28.06.27	12.07.27

Choosing elective modules

The website lists L5M6, L5M8 and L5M9 in the main timetable and also mentions alternative elective options. Please discuss the current syllabus and your module choices with CBS before enrolling.

Level 6 Professional Diploma

Designed for experienced professionals progressing into strategic procurement and leadership roles. Building on Level 5, it develops the skills to shape procurement strategy, lead change and influence stakeholders.

Module	From w/c	To w/c	Exam w/c
L6M1 Strategic Ethical Leadership	14.09.26	09.11.26	16.11.26
L6M5 Strategic Programme Leadership	23.11.26	11.01.27	11.01.27
L6M8 Innovation in Procurement and Supply	23.11.26	11.01.27	11.01.27
L6M2 Global Commercial Strategy	18.01.27	08.03.27	15.03.27
L6M9 Supply Network Design	22.03.27	03.05.27	10.05.27
L6M4 Future Strategic Challenges for the Profession	22.03.27	10.05.27	17.05.27
L6M3 Global Strategic Supply Chain Management	24.05.27	05.07.27	19.07.27

Summer study

CBS also offers summer teaching for modules assessed through multiple-choice exams. Classes run during July and August, leading to exams in the week commencing 13 September 2027. Contact CBS to explore the available modules and plan your summer studies.