



The Professional Program

Certified Associate in Project Management (CAPM)



Batch 1
17 Aug
2025



Batch 2
02 Nov
2025



IPA



5 Days
30 Hours



8:00 AM
2:00 PM



290 BHD
319 BHD
including VAT

*Price does not include the exam fees

The Certified Associate in Project Management (CAPM®) Exam Preparation Course is designed to equip you with the knowledge and tools needed to excel in the field of project management.

This intensive training program is based on the PMBOK® Guide, 7th Edition and provides a solid foundation in project management best practices, ensuring you are fully prepared to take the CAPM® certification exam.

Who Should Attend?

- New recruits & engineering graduates looking to build a strong project management foundation.
- Professionals with minimal project management experience assigned to project roles.
- Individuals seeking career growth in project management.
- Aspiring CAPM® candidates preparing for certification.

Learning objectives:

- Key project management principles and agile terminologies.
- The process groups & knowledge areas defined by PMI®.
- Essential tools and techniques to successfully manage projects.
- Best practices for applying project management concepts in real work scenarios.
- Exam strategies and practice questions to boost confidence.

◇ Course Requirements

Secondary degree, such as a high school diploma, GED (general educational development), or global equivalent

◇ Why Take This Course?

- Gain a comprehensive understanding of PMI® project management methodologies.
- Learn to apply project management best practices in real-world scenarios.
- Prepare for the CAPM® certification exam with structured guidance.
- Enhance your career prospects and advance in the project management field.

◇ Course Benefits:

- Hands-on training through interactive exercises & discussions.
- Insights into PMI® policies & professional responsibilities.
- Enhanced project execution skills leading to improved project success.
- Exclusive access to study materials, quizzes and mock exams.



Certification:

Upon the successful completion of certified Associate in Project Management (CAPM) Exam Preparation course, Participant will get the 23 PDUs, and will have to register, appear for CAPM Exam and pass to get the certification

*** 100% Attendance is required, No PDUs® will be granted for participants who fail to attend or miss any day of the course.**

Registration

Government establishments:

Institute of Public Administration will receive the nominated candidates for registration from authorized training specialist through the registration system (TMS) available on the website: (www.ipa.gov.bh)

Private establishments and Individuals:

Institute of Public Administration will receive the nominated candidates for registration via the form provided on the Institute's website (www.ipa.gov.bh)

For inquiries:

17383838

ask@ipa.gov.bh