



DIPLOMA IN CREDIT MANAGEMENT AND INTERNATIONAL DIPLOMA IN CREDIT MANAGEMENT 2025

Irish Management Training offers nationally and internationally recognized Diploma programs in Credit Management. With a focus on practical, relevant information, these programs equip students for success in the real world of credit risk, collections, and credit management. The courses blend commercial reality with risk mitigation and control strategies, suitable for businesses of all sizes. This document outlines the structure, content, and benefits of the Diploma in Credit Management and International Diploma in Credit Management programs for 2025.





Overview of the Diploma in Management

The Diploma in Credit Management is a comprehensive program delivered through Blended Learning over two terms. Term 1 runs from February to May, and Term 2 from September to December each year. To earn the Diploma, students must successfully complete four subjects out of five available options: Credit Management, Collections, Credit Risk Assessment, and either Principles of Irish Law or International Credit Management.

Program Structure:

- Students study two subjects each term
- Weekly course notes, short tests, and assignments delivered via email
- Two assignments per subject
- Access to experienced tutors for support and guidance
- Revision session before exams
- Two-hour written exam for each subject completed remotely.

Upon successful completion, students receive verified results and an invitation to the Student Awards ceremony. The program is recognized by CMII (The Credit Management Institute of Ireland) and AICDP (The Association of International Credit Directors and Professionals).

Collections Module

Module Contents:

1

Understanding the Role of Credit in Business, Verbal Communications

2

Communications Methods

3

Understanding the customer

4

Negotiating skills

5

Dealing with excuses and reasons for non-payment

6

Understand and manage each Stage of the Call and Remaining in control

7

Understanding the psychology of collections

8

Effective development of your collection funnel to incorporate 3rd party action

Risk Assessment Module

This module covers all major areas needed to make informed credit decisions and gain an overall knowledge of reading financial statements. Students will learn about financial accounting, ratio analysis, and how to generate comparative scoring models for businesses in the same market or line of business.

Module Contents:

1

Introduction to Accounting

The Accounting Equation, The Trial Balance and Adjustments, Preparation of Financial Statements, The Trading Account

2

Preparation of Financial Statements

The Profit & Loss Account, The Balance Sheet - Fixed Assets and Long-Term Liabilities, Current Assets and Current Liabilities

3

Cash Flow and Analysis

The Cash Operating Cycle, Cash Flow Statements and Forecasting, Analysis and Interpretation of Financial Statements, Introduction to Risk Assessment

4

Risk Management

Bad and Doubtful Debts, Business Failure, Non-Financial Factors for Credit Risk Assessment

Credit Management Module

This course covers all the basics needed to fully understand the major functions carried out by a progressive Credit Department. It explores the requirements from both financial and commercial perspectives, emphasizing responsible credit granting to maximize profits for the business.

Module Contents:

1 Introduction to credit management

Understanding different legal entities, Opening New Accounts, Sources of information, 4 C's of Credit Assessment

2 Administration and Documentation

Right First Time Credit Policy

3 Payment Terms and Teamwork

Terms & Conditions, Incoterms, Calculating DSO

4 Administration Systems

The Credit Function, Payment methods, Systems KPI's

International Credit Management Module

The International module provides students with an understanding of business in different countries around the world. It covers the factors to be aware of when dealing with different cultures and practices, as well as additional risks in international trading.

Module Contents:

1

International Business

The importance of International Credit Management, Understanding International Business, Overview of the Top 20 world economies

2

The World Economy

Detailed breakdown of the top 20 economies, Cultural Awareness, Country Overview, Cultural taboos, Business communication, Face to face communications - verbal and non-verbal, Business etiquette

3

International Credit Risk

Country Risk, Currency Risk, Commercial Risk, Cross-cultural Risk

4

International Credit & Collections

Contact strategies, Customer visits, Documentary Collections, A Country-by-Country guide to the legal systems, International Credit Insurance

Principles of Irish Law Module

This module provides an understanding of the basics of the Irish Legal System, including current laws, EU Law, and the Law of Torts. While covering relevant cases and terminology, it approaches the topic from a Credit perspective, making it valuable for Credit Controllers and Credit Managers.

Module Contents:

1

Sources of Law & Contract Law

Primary Sources of Law, The System of Courts and Court Structures, The Legal Profession and Law Officers, Formation of Contract, Valid & Invalid, Void & Voidable Contracts, Discharge of Contracts, Remedies in Contract Law

2

Business Law, Company Law

Credit and Security, Negotiable Instruments, Hire Purchase and Leasing, Enforcement Procedures

3

Sale of Goods, Exports & EU Law

Sale of Goods & Supply of Services, Exports & Imports, European Community Law, Community Law and Competition Law

4

The Law of Torts

Nature of Tortious Liability, Negligence: Product Liability, Occupiers' Liability, Employers' Liability, Professional Negligence, Defamation: Libel & Slander, Tort Law and Credit Control

Contact Information and Further Details

For more information about the Diploma in Credit Management and International Diploma in Credit Management programs, please contact:

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