

Qualification training

Associate Diploma in Organisational Learning and Development

CIPD L5

CIPD Level 5 Associate Diploma

Training for L&D practitioners who design and deliver programs: supporting informal and self-directed learning, designing programs that create value, and facilitating group learning, backed by evidence-based practice.

Delivered by Vertex Business, a professional certification training provider.



7 units

core, pathway, optional



Assessment-based

set by CIPD



Learning and

development pathway



Plan with us

before you enrol

Program details and enrolment

vertexbusiness.xyz/programs/cipd-l5-ld?lang=en

From organizing courses to designing learning that matters.



About the training

L&D is not measured by the number of courses but by what changes after them. The diploma links learning design and delivery to organisational performance and culture, and the training helps you write CIPD assessments about programs you have actually designed or delivered.

The qualification at a glance

7 units to complete the diploma	42 credits qualification value	420 hours total qualification time
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Per CIPD's diploma specification, version 2.6, February 2026. Total qualification time includes guided learning, self-study and assessment.

How it is assessed



Assessments set by CIPD

Every unit has a written assessment; since November 2025 this includes pathway and optional units.



A result per unit

The centre marks, CIPD samples; pass or fail.

WRITTEN ASSESSMENT

How to write about a learning program

01

Start with the need

What performance problem does the program address?

02

Justify the design

Why this method and this delivery approach?

03

Show the value

How will you know the program changed anything?

For those who design or deliver learning in the organization.



This suits you if you:

- ✓ **Work in learning and development**
And want a framework that links programs to business goals.
- ✓ **Are a trainer or facilitator**
And need grounding in design and evaluation, not just delivery.
- ✓ **Design digital content**
And want to understand informal and self-directed learning.
- ✓ **Have completed Level 3**
Or have practical experience in learning programs.



Roles at this level

Illustrative roles that use this knowledge; hiring requirements vary by employer.

- ✓ **L&D specialist**
Analyses needs, plans programs and follows their impact.
- ✓ **Learning designer**
Turns objectives into activities, content and assessments.
- ✓ **Trainer or facilitator**
Delivers group learning in person or online.
- ✓ **Learning business partner**
Links learning to the needs of a department or unit.

REGISTRATION AND MEMBERSHIP

Before you register

No formal entry requirements

CIPD requires no prior qualification; learners are 18 or older.

Diploma details on CIPD's official page [↗](#)

Membership

CIPD membership is required throughout study, with Associate membership on completion.

Study centre

Registration and unit assessment go through a CIPD-approved study centre.

The seven units of the diploma

The diploma has three core units shared with the people management pathway, three L&D pathway units and one optional unit.

Core units

5CO01 Organisational performance and culture in practice

Business environment and strategy

Culture, change and wellbeing

5CO02 Evidence-based practice

Gathering quantitative and qualitative evidence

Analysing it to make decisions

5CO03 Professional behaviours and valuing people

Ethics and professional courage

Inclusion and employee voice

Learning and development pathway

5LD01 Support informal and self-directed learning

Learning in the context of work

Self-directed and social learning tools

5LD02 Design learning and development programmes to create value

Needs analysis and objectives

Design and measuring value

5LD03 Facilitate structured learning and development activities for groups

Planning and running a session

Interaction and feedback



One optional unit

Chosen from CIPD's optional units, such as advances in digital learning, leadership and management development, or wellbeing at work, depending on what the study centre offers.

Source: CIPD diploma specification, version 2.6, February 2026. Items under each unit are an illustrative summary.

Every unit starts from a real learning program.

Each unit moves from the framework to a program you designed or attended, then to drafting the assessment.

01 Learning in the flow of work

How people learn outside the classroom, from colleagues, tasks and self-directed content, and how to support it.

Applied example New hires learn the system from colleagues more than from the course.

02 Design and value

Needs analysis, objectives, choice of delivery, and how you will measure the program's value.

Applied example A department asks for customer-service training when complaints come from a slow system.

03 Facilitation and evidence

Running an interactive group session, managing participants, and using evidence in learning decisions.

Applied example One participant dominates the session while the rest stay silent.

— LEARNING OUTCOMES

What you will be able to do

01 Analyse a learning need

And tell it apart from process or system problems.

02 Design a complete program

With objectives, activities and a way to measure it.

03 Facilitate a group session

That is interactive and linked to performance.

04 Support self-directed learning

Within everyday work.

Your past programs are your first material.



A program file

Choose a program you designed or delivered and document its need, design and results to build your assessments on.

One real example serves several units.



Evidence review

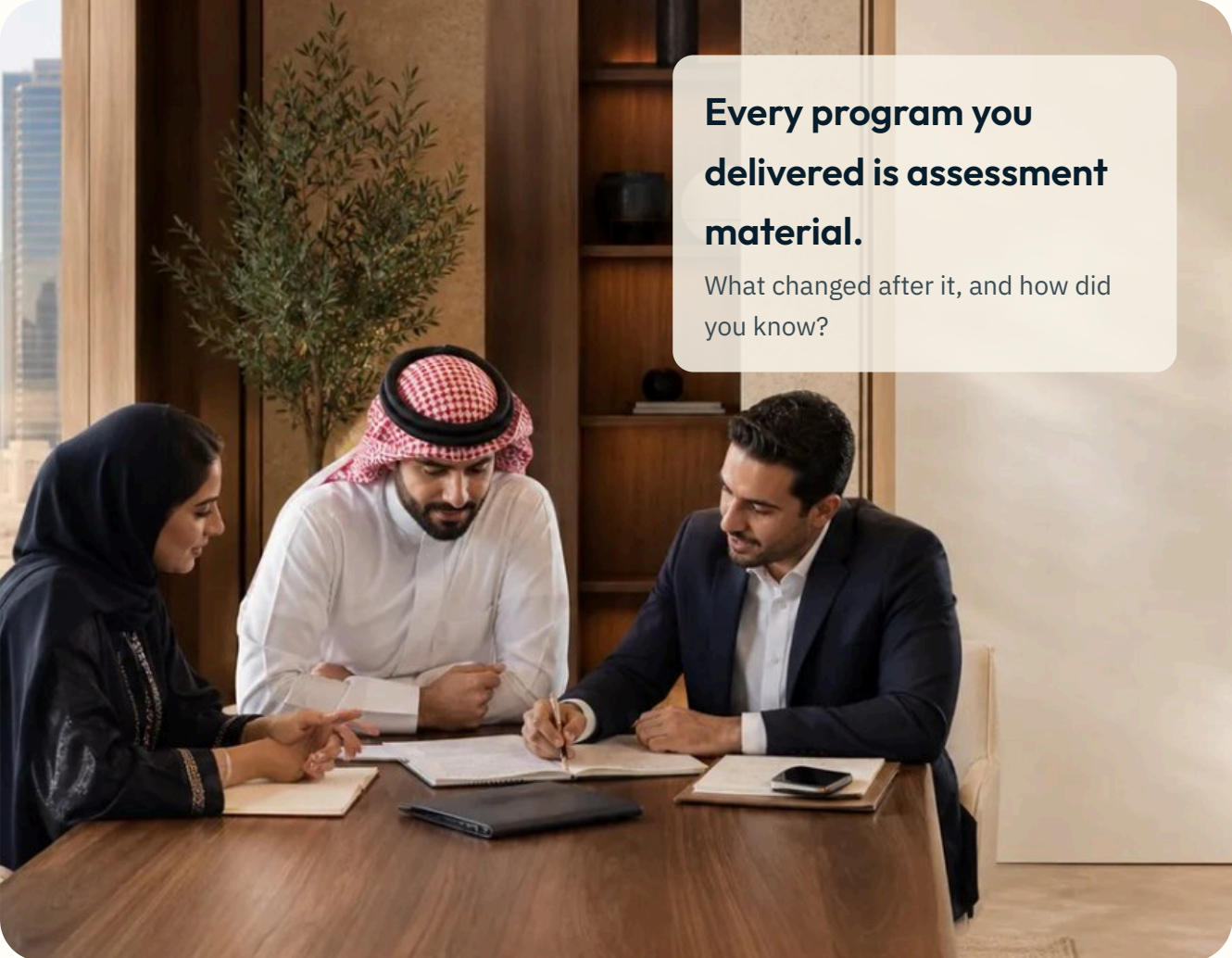
Gather research and sources on learning methods before you write, not after.

Justifying with evidence lifts the answer.



A plan that fits your time

Study format, dates and any accompanying materials are confirmed with the Vertex Business team before enrolment, based on your level and available time.



Every program you delivered is assessment material.

What changed after it, and how did you know?



STUDY PLAN

A practical plan from registration to the last unit.

01 Register and join CIPD

Membership is required throughout study.

02 Start with evidence-based practice

You need it to justify every learning decision.

03 Complete the core units

Organisational performance and professional behaviours.

04 Move to design

The design unit underpins facilitation and self-directed learning.

05 Complete facilitation and self-directed learning

And choose the optional unit that fits your role.

06 Check before every submission

Did you link learning to performance and justify with evidence?

Design

From need to objectives, activities and measurement.

Delivery and value

Facilitating learning and showing what it changed in performance.

“What impressed me most was the trainer’s care that the information landed and that everyone had a chance to take part... and pointing out what matters most in the material.”

— CPTD learner about the trainer after a session · translated from Arabic · published on the Vertex site

“An excellent session. I learned important things about the certification and benefited a lot... everything was explained so clearly that I had no questions left.”

— SHRM learner after a live session · translated from Arabic · published on the Vertex site

“This achievement would not have been possible without the support, guidance and training I received... which prepared me for the exam.”

— Learner who earned CPTD · translated from Arabic · public post shown on the Vertex site



About Vertex Business

Vertex Business provides professional certification training in talent development, human resources and project management, alongside a professional diploma in medical research and team training for organizations. Training pairs Arabic explanation that keeps the exam’s English terminology with application to real workplace decisions.

[Company details](#)



Registering for the diploma

Registration and unit assessment take place through a CIPD-approved study centre, with CIPD membership throughout study.

[Official CIPD diploma page](#)

COMPLETION CERTIFICATE AND PROFESSIONAL CREDENTIAL

Training completion requirements and the Vertex Business completion certificate are confirmed in the enrolment details.

The CIPD qualification itself is awarded by CIPD after registration with a CIPD-approved study centre and passing the unit assessments.



Discuss your goal and choose how to study.



Scan with your phone camera

YOUR NEXT STEP

- ✓ Training topics and outcomes
- ✓ A level that fits your experience
- ✓ Available study formats and dates
- ✓ Details and price confirmed before enrolment

Open the program page →

01

Open the program page

Scan the code or tap the link.

02

Discuss your goal

Use the WhatsApp button on the program page.

03

Confirm the details

Study format, dates and price before enrolment.

vertexbusiness.xyz/programs/cipd-l5-lid?lang=en