

Admission Requirements

IPMA-A-Project

- In the last 12 years, you have at least 60 non-overlapping months of experience as a project manager, of which at least 36 months at IPMA A level (complexity score >32). The rest may be at IPMA B level (complexity score >25).
- We assume that you have spent approximately half of your working time on projects. Over 60 months, that is +/- 4,400 hours.
- The table below gives an indication of the expected minimum scope of a 'typical' A-project. These are not minimum requirements. These figures are a guideline, and their interpretation differs per sector.

Project complexity factors	Indicative guidelines IPMA-A	Indicative guidelines IPMA-B
Period during which you were the responsible Project Manager	≥ 18 months	≥ 9 months
Planned project duration	≥ 18 months	≥ 9 months
Actual project duration	≥ 18 months	≥ 9 months
Number of people managed (directly and indirectly)	≥ 30	≥ 10
Number of hours worked by the people you managed (directly and indirectly)	≥ 30000	≥ 6250
Number of hours you spent on the project as the Project Manager	≥ 2400	≥ 700
Number of stakeholders	≥ 16	≥ 8

IPMA-A-Programme

- In the last 12 years, you have at least 60 non-overlapping months of experience as a programme manager, of which at least 36 months at IPMA A level (complexity score >32). The rest may be at IPMA B level (complexity score > 25).
OR
- In the last 12 years, you have at least 48 non-overlapping months of experience as a programme manager at IPMA A level (complexity score >32), and at least 3 non-overlapping years of experience as a project manager at IPMA A level (complexity score > 32).
- We assume that you have spent approximately half of your working time on programmes. That is +/- 4,400 hours over 60 months and +/- 3,520 hours over 48 months.
- The table below gives an indication of the expected minimum scope of a 'typical' A-programme and a 'typical' B-programme, as well as a typical A-project. These are not minimum requirements. These figures are a guideline, and their interpretation differs per sector.

Program complexity factors	Indicative guidelines IPMA-A	Indicative guidelines IPMA-B
Period for which you are responsible	≥ 24 months	≥ 15 months
Planned project duration	≥ 24 months	≥ 15 months
Actual project duration	≥ 24 months	≥ 15 months
Number of people managed (directly)	≥ 12	≥ 8
Number of people managed (indirectly)	≥ 60	≥ 40
Number of hours worked by the people you managed (directly and indirectly)	≥ 40000	≥ 25000
Number of hours you spent as a Program manager	≥ 2400	≥ 1000
Number of interested parties	≥ 16	≥ 8

IPMA-A-Portfolio

- In the last 12 years, you have at least 60 non-overlapping months of experience as a portfolio manager, of which at least 36 months at IPMA A level (complexity score > 32). The rest may be at IPMA B level (complexity score > 25).
- We assume that you have spent approximately half of your working time on these portfolio management activities. That is +/- 4,400 hours over 60 months and +/- 3,520 hours over 48 months.
- The table below gives an indication of the expected minimum scope of a 'typical' A-portfolio, A-programme, or A-project. These are not minimum requirements. These figures are a guideline, and their interpretation differs per sector.

Portfolio complexity factors	Indicative guidelines IPMA-A	Indicative guidelines IPMA-B
Period for which you are responsible	≥ 24 months	≥ 15 months
Number of parallel projects/programmes in the portfolio with:		
a complexity score at IPMA-A level:	≥ 2	N.V.T.
a complexity score at IPMA-B level:	≥ 6	≥ 3
a complexity score at IPMA-C level:	≥ 25	≥ 10
Number of times the portfolio changes substantially	≥ 4	≥ 2
Budgeted number of hours of projects/programmes:	≥ 40000	≥ 25000
Number of hours you spent on the portfolio as portfolio manager	≥ 2400	≥ 1200
Number of stakeholders	≥ 16	≥ 8

IPMA-A-PMO

- In the last 12 years, you have at least 60 non-overlapping months of experience as a PMO professional, of which at least 36 months at IPMA A level (complexity score > 32). The rest may be at IPMA B level (complexity score > 25).
- We assume that you have spent approximately half of your working time on work as a PMO professional. Over 60 months, that is +/- 4,400 hours.
- The table below gives an indication of the expected minimum scope of a 'typical' A-initiative. These are not minimum requirements. These figures are a guideline, and their interpretation differs per sector.

PMO complexity factors	Indicative guidelines IPMA-A	Indicative guidelines IPMA-B
Period during which you worked as a PMO professional	≥ 18 months	≥ 9 months
Number of hours you spent on the initiative as a PMO professional	≥ 1470	≥ 380
Hours spent by all PMO team members on this PPP initiative (EXCLUDING your own hours)	≥ 6250	≥ 1100
Number of PMO team members managed by you (direct/indirect, full-time/part-time)	≥ 5	≥ 2
Number of stakeholders	≥ 8	≥ 8
Hours spent by all PMO team members on this PPP initiative (EXCLUDING your own)	≥ 600	≥ 1200
PMO tasks carried out at the level of: Management / Department	Management - Board of Directors	Directie