

Successful End-to-End Procurement and Supplier Performance Depend on Contract Management



Contracts dictate every aspect of key business strategies and relationships, which is why contractual parties often spend considerable time and resources concluding mutually agreeable contracts. It's also why many of San Diego's largest employers recommend their contracts personnel complete SDSU's Contract Management Professional Certificate Program. Case studies and hands-on exercises ensure you'll leave each class with skills you can apply immediately. Earn your professional certificate in just one year.

Our instructors are contracts professionals with real-world experience, and will help students:

- Gain an understanding of contract types, effective contracting methodologies, and contract law.
- Explore the ethical and regulatory aspects of contracting, intellectual property, teaming, partnering, and subcontracting.
- Develop proposals that are responsive to customers' requirements, negotiate contracts that contribute to the company's success, and effectively manage contracts through completion.
- Understand subcontracting issues such as acquisition planning, solicitation development, sourcing, and cost/price analysis.

Certificate Requirements

You must successfully complete six core courses and four electives. The affiliated "Advanced" certificate requires four additional electives.

Who Should Attend

- Contract administrators, subcontractors, procurement managers, project managers, quality assurance personnel, and others looking to advance their career
- Engineering, law, business, and paralegal professionals; entrepreneurs and others wishing to enter this field

Visit neverstoplearning.net/contract, email cm.ces@sdsu.edu, or call (619) 594-5489.

The Fall 2017 series begins Sept. 5.
See course schedule on reverse.



SAN DIEGO STATE
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Core Courses	FA 17	SP 18
CM 0004 Essential Contract Management Techniques	Tuesdays, 9/5–10/10	
CM 0005 Effective Proposal Writing and Communication	Mondays, 10/23–12/4	
CM 0002 Contract Types and Effective Contracting Methodologies		Tuesdays, 1/9–2/13
CM 0001 Introduction to Contract Management: Principles of Acquisition Process		Tuesdays, 2/20–3/27
CM 0003 Effective Negotiation Skills and Techniques — Level I		Thursdays, 4/5–5/10
CM 0006 Legal Aspects of Contracts		Tuesdays, 5/15–6/19
Elective Courses		
CM 0014 Ethics and Compliance	Thursdays, 9/14–10/19	
CM 0012 Sourcing and Cost/Price Analysis	Thursdays, 10/26–12/7	
CM 0016 Financial Management of Government Contracts		Jan.
CM 0019 Fundamentals of the FAR		Feb.
CM 0013 Intellectual Property and Licensing		April
CM 0017 Effective Negotiation Skills and Techniques — Level II		May
CM 0010 Teaming, Partnering, and Subcontracting		June
PM 0015 Earned Value Management		August
All classes meet once a week, 6-9 pm, in the Extended Studies Center.		
Fee Per Course: \$449 Preferred Partner Fee: \$399		
Contract Management Certificate: Complete all six core classes and four electives		
Contract Management Advanced Certificate: Complete all six core courses and eight electives		
*Dates subject to change. Please check website for updates.		

Student Testimonials

“It was important and immediately apparent that all of the instructors came from reputable organizations in San Diego.” — Mark Rivaldi

“I highly recommend this program to anyone interested in this career path. In addition to the benefits of learning, the certificate itself helps you stand out among your peers.” — Camille Asaro

Endorsed by the National Contract Management Association.



This program is offered in cooperation with the San Diego Chapter of the National Contract Management Association. Our Advisory Board, made up of industry experts, has updated topics of interest to both federal and commercial practitioners. More than one course may be taken at a time.

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The College of Extended Studies is a state-approved provider for the federal workforce investment act, military spouse, and veteran’s benefits.