

PROGRAMME REGULATIONS

Programme Schedule

Postgraduate Certificate in Educational Leadership and Management

To be read in conjunction with the [Postgraduate Certificate Generic Regulations](#).

1. Programme Schedule

This Programme Schedule applies to the Postgraduate Certificate in Educational Leadership and Management (PGCertEdLM) Level 8 60 credits.

2. Programme Specific Admission Requirements and Special Admission

2.1. Programme specific admission requirements

To be admitted to this programme, all applicants must meet the following requirements in addition to the requirement set out in the Postgraduate Certificate Generic Regulations:

- a. a minimum of three years of appropriate work experience in an educational organisation;
- b. practising status in an educational organisation which shall enable them to adopt an institution-wide perspective of educational leadership and management, and shall also enable them to conduct institution-based assignment work.

2.2 Special admission

An applicant may be considered for special admission if he/she:

- a. holds a teaching certificate and/or a diploma in teaching; or
- b. has completed a specialist educational leadership/management programme at Level 7 or higher and has achieved a B average in that programme.

2.3 English Language Requirement

An applicant must have an overall IELTS (Academic) band score of not less than 6.5 with no score lower than 6.5

3. Selection

3.1 Selection criteria

When the number of eligible applicants for admission exceeds the number of places available, the following selection criteria will be applied:

- a) Professional qualifications that are relevant to education or education leadership/management;
- b) Assurance of commitment to undertaking all aspects of the programme and to meeting the learning outcomes.

These criteria are not ranked in any order. Applicants who meet the greatest number of criteria will be the preferred applicants.

3.2 Selection process

Selection will be made by a subcommittee of the Programme Committee set up for the purpose and with the delegated authority of that committee to offer places to applicants. The subcommittee will select students on the basis of written information supplied on the enrolment form. In some cases and, at the discretion of the subcommittee, a telephone or face-to-face interview may be required.

4. Requirements for the Award of the Qualification

4.1 The award

To be awarded the Postgraduate Certificate in Educational Leadership and Management a student shall have successfully completed 60 credits at Level 8, comprised of courses listed in Table 1.

Table 1: Courses for the Postgraduate Certificate in Educational Leadership and Management

Compulsory courses are written in **bold**

Elective courses are written in *italic*

Level	Course No.	Course Name	Credits	Pre-requisites
8	EDUC8881	Leadership in education	30	none
And one of the following				
8	EDUC8882	Education policy and strategy	30	none
8	EDUC8883	Human resources in education	30	none
8	EDUC8884	Organisation theory in education	30	none
8	EDUC8887	Development Issues in Educational Leadership and Management	30	none

5. Commencement

These regulations came into force in Semester 1, 2014.