

PROGRAMME REGULATIONS

Programme Schedule

Postgraduate Diploma in Educational Leadership and Management

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

1. Programme Schedule

This Programme Schedule applies to the Postgraduate Diploma in Educational Leadership and Management (PGDipEdLM) Level 8 Credits 120.

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 requirements set out in the Postgraduate Diploma Generic Regulations:

- a. a minimum of three years of appropriate work experience in an educational organisation;
- b. practising status in an educational organisation which will 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 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:

- Professional qualifications that are relevant to education or education leadership/management;
- 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 the Programme Committee or by those with authority delegated by the Programme Committee.

Students will be selected based on the information supplied on the enrolment form. In some cases, 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 Diploma in Educational Leadership & Management (previously Postgraduate Diploma in School Management), a candidate shall have successfully completed 120 credits, comprised of courses listed in Table 1.

Table 1: Courses in Postgraduate Diploma in Educational Leadership & Management

Compulsory courses are written in **bold**

Elective courses are written in *italic*

Level	Course No.	Course Name	Credits
8	EDUC8881	Leadership in Education	30
And three of the following:			
8	<i>EDUC8882</i>	<i>Education Policy and Strategy</i>	30
8	<i>EDUC8883</i>	<i>Human Resources in Education</i>	30
8	<i>EDUC8884</i>	<i>Organisation Theory in Education</i>	30
8	<i>EDUC8887</i>	<i>Development Issues in Educational Leadership and Management</i>	30

4.2 Assessment

- a. All assignments must be passed to gain a pass grade in any course.
- b. A candidate will fail an assignment if it is not submitted within seven days of a stated due date or a negotiated due date extension.

5. Commencement

These regulations came into force in Semester 1, 2014.