



> Educational Development Centre > Tertiary Learning and Teaching

Graduate Certificate in Tertiary Learning and Teaching (Level 7)

Duration:	Three Years Maximum (Part-Time), One Semester (Full-Time)
Location:	Dunedin, or distance by arrangement.
Options:	Part-Time, Flexible (with the expectation of completion within three years) Full-Time (by arrangement)
Start:	February
Fee*:	Domestic (approx): \$410 per each 10 credit course International (approx): \$9,610 per semester
Application:	Accepted throughout the year.

The Graduate Certificate in Tertiary Learning and Teaching (Level 7) enables you to gain a formal teaching qualification as a learner-centred educator in the tertiary environment. This stimulating and flexible programme provides a work-based qualification, which will assist you to create, deliver and assess quality learning opportunities for students.

The overall intention is to support transformative developments within learning and teaching contexts. This programme is designed to support and extend those working as educators with adults.

ENTRY REQUIREMENTS:

It is preferable that participants are engaged in on-going teaching work with adults. Minimum entry requirements for students who wish to enrol in this graduate certificate are an undergraduate degree qualification or equivalent practical, professional or scholarly experience.

International Students:

Must meet all stated entry requirements, plus demonstrate English language skills equivalent to an IELTS overall band score (academic) of 6.0 (with writing, speaking, reading and listening scores no less than 6.0).

RECOGNITION OF PRIOR LEARNING:

Participants may apply for RPL according to the Otago Polytechnic RPL policy, AP501 Recognition of Prior Learning. The Programme Manager facilitates the assessment of RPL for courses or parts of courses. Capable NZ facilitates the assessment of RPL towards the full awarding of this graduate certificate. This is based on your significant prior knowledge and workplace experience.

ADDITIONAL DOCUMENTATION:

Applicants must supply certified copies of proof of identity, academic records, proof of residency (where appropriate) and curriculum vitae if requested following application.

SELECTION PROCEDURE:

All applicants who meet the entry criteria will be accepted.

STUDENT ALLOWANCES/LOANS:

Full-time students of this programme are eligible for student loans and allowances (dependent on age and financial circumstances). Please contact Studylink for additional information 0800 88 99 00 or visit: www.studylink.govt.nz

SUGGESTED PROGRAMME STRUCTURE:

This is a 60 credit qualification composed of four compulsory 10 credit courses and the remaining 20 credits can be gained from elective courses. If new to tertiary teaching the elective Gaining Foundation Skills for Learning and Teaching is a great starting point.

If working through the compulsory courses Learner Centred Learning provides a sound base on which to develop the other courses, then the material is all drawn together at the end in the Constructing Courses to Enhance Learning course.

The Programme Manager is available and happy to discuss your path of study and all possible flexible options.

YOUR WORKLOAD:

Each 10 credit course equates to 100 learning hours across the length of the course. A small portion of this time is in contact with facilitators or other participants the remainder of the time is self-directed.

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2012 QUALIFICATION STRUCTURE:

CORE COMPULSORY COURSES:

All compulsory courses can be completed online, the face to face workshops are optional.

**LEARNER CENTRED LEARNING
(Level 7 – 10 Credits)**

Explore ways to foster active, interactive and deep learning strategies and learn more about adult learning and the creation of learning environments that focus on learners' needs.

This is offered as a combination of online learning supported with negotiated face-to-face or online workshops.

Dates: March 19 to June 22

**FLEXIBLE LEARNING
(Level 7 – 10 Credits)**

Explore what flexible teaching and learning principles and processes are, and their application to the design of flexible learning practices.

This is offered as a combination of online learning supported with negotiated face-to-face or online workshops.

Dates: March 5 to June 22

**ASSESSING AND EVALUATING FOR LEARNING
(Level 7 – 10 Credits)**

How do you create good assessments? Explore and understand the principles and practices which enable you to design or select, and implement appropriate assessment tools.

This is offered as a combination of online learning supported with negotiated face-to-face or online workshops.

Dates: August 3 to November 23

**CONSTRUCTING COURSES TO ENHANCE LEARNING
(Level 7 – 10 Credits)**

Designing great flexible learner centred courses and integrated programmes involves understanding the importance of linking outcomes with learning, assessment and professional needs.

This is offered as a combination of online learning supported with negotiated face-to-face or online workshops.

Dates: February 13 to June 22

ELECTIVE COURSES:

**GAINING FOUNDATION SKILLS FOR LEARNING AND TEACHING
(Level 5 – 10 Credits)**

Let us introduce you to an overview of adult learning and teaching styles and strategies; education session preparation and facilitation as well as core assessment principles and practices.

This course is offered as a self-directed online option with negotiated individual support and is approximately 10 weeks duration with flexibility.

A series of six optional face to face tutorials will be offered weekly from February 10.

Enrolment is available throughout year until October.

**ASSESSING FOR PRIOR LEARNING
(Level 7 – 10 Credits)**

This course offers understandings into the principles and practices of recognising prior learning. It explores how evidence can be gathered and presented and sound assessment decisions made.

This is offered online with negotiated individual support and is approximately 10 weeks duration with flexibility.

Enrolment is available throughout the year until October.

**WRITING FOR JOURNAL PUBLICATION
(Level 7 – 10 Credits)**

This course provides participants with a scholarly writing framework and support strategies to enable them to transform aspects of their practice and/or research into publishable journal articles.

This is offered as a series of face to face workshops.

Dates: April 4 to October 17

**EDUCATION FOR SUSTAINABILITY
(Level 6 – 5 Credits)**

This course assists participants to learn the concepts around Education for Sustainability and develop ideas on how to apply these to their own teaching.

This is offered online and is approximately eight weeks duration with flexibility.

Enrolment is available throughout the year until October.

**EMBEDDED LITERACY AND NUMERACY
(Level 5 – 10 credits)**

This course aims to improve educators' skills to develop adult learners' literacy and numeracy skills within a vocational training or education programme.

This is offered online with negotiated support.

Enrolment is available throughout the year.

**SPECIAL TOPIC AT LEVELS 5, 6 OR 7
(Level 5, 6 or 7 – 5 or 10 Credits)**

This course offers the opportunity for participants to undertake individualised study focusing in depth on a particular aspect of tertiary learning and teaching of the participant's choice.

Please contact the Programme Manager if interested in this choice.

CROSS CREDITS AND RPL

Please Note: There are a variety of courses that you may have undertaken in other ways or through other programmes that can be cross credited or assessed for prior learning to gain the 20 elective credits required for this programme.

Please discuss cross credit and recognition of prior learning options with the Programme Manager.

***DISCLAIMER:** While every effort is made to ensure that this sheet is accurate, Otago Polytechnic reserves the right to amend, alter or withdraw any of the contained information. The fees shown in this document are indicative ONLY. Both domestic and international fees are subject to change and are dependent on the development and implementation of Government policies. Please note that additional fees may from time to time be required for external examination, NZQA fees and/or additional material fees.