

Programme Specification

PG Certificate Academic Practice (part-time)

PPTZFPSAPPHC

For students entering in 2024/25

This document sets out key information about your Programme and forms part of your Terms and Conditions with the University of Reading.

Awarding Institution	University of Reading
Teaching Institution	University of Reading
Length of Programme	PG Certificate Academic Practice (part-time) - 60 months
Accreditation	By Advance HE against the Professional Standards Framework (PSF 2023)
Programme Start Dates	January
QAA Subject Benchmarking Group	Education Studies

Programme information and content

The PGCAP is a 60-credit Level 7 part-time, taught postgraduate, work-based learning programme which aims to support the initial and continuing professional development of staff engaged in teaching and supporting learning in the University. This programme equips you with the knowledge and skills required to become an effective, inclusive and reflective practitioner. The programme covers a variety of pedagogic theories, principles and practices to allow you to evaluate and develop your academic practice.

Throughout the programme there are opportunities to apply your learning to your own context and signature pedagogies as well as to learn from your peers about their own practice. The programme will cover all aspects of the student learning journey including how students learn, how to design effective sessions, successful assessment and feedback strategies, module and programme design principles and opportunities throughout to reflect on your teaching in light of student and mentor feedback.

The programme is accredited by Advance HE. Successful completion of the full programme (all three modules) leads to a postgraduate qualification in education (the PGCAP) and recognition as an HEA Fellow (FHEA) as you evidence achievement of Descriptor 2 of the Professional Standards Framework (PSF 2023). The framework's core dimensions: Professional Values, Areas of Activity and Core Knowledge are aligned to the programme's learning, teaching and assessment activities.

Programme Learning Outcomes

-PG Certificate Academic Practice (part-time)

During the course of the Programme, you will have the opportunity to develop a range of skills, knowledge and attributes (known as learning outcomes) For this programme, these are:

Learning outcomes	
1	Articulate ways that students learn in higher education and the implications for teaching in your context
2	Demonstrate the knowledge, skills and professional values relevant to your practice within the context of higher education
3	Design and implement constructively aligned learning experiences to reflect all aspects of the learning process
4	Create and manage inclusive learning environments which promote effective engagement with learning, teaching and assessment in physical and digital environments
5	Apply relevant pedagogic theories, models and approaches to your academic practice, communicating the rationale to appropriate audiences
6	Critically engage in the Scholarship of Teaching and Learning and contribute to its development through the sharing of evidence-informed practice
7	Contextualise practice in relation to institutional and external requirements (including professional statutory and regulatory bodies and frameworks, where relevant)
8	Take a critically reflective and evaluative approach to your own practice and feedback from others, to continually develop your teaching using evidence-informed approaches

You will be expected to engage in learning activities to achieve these Programme learning outcomes. Assessment of your modules will reflect these learning outcomes and test how far you have met the requirements for your degree.

To pass the Programme, you will be required to meet the progression or accreditation and award criteria set out below.

Module information

The programme comprises 60 credits, allocated across three compulsory modules as shown below. The successful attainment of all 60 Level 7 credits will lead to the award of a Postgraduate Certificate in Academic Practice. Compulsory modules are listed.

Compulsory modules

Module	Name	Credits	Level
EDMAPD	Developing Academic Practice	20	M
EDMAPI	Introduction to Academic Practice	20	M
EDMAPR	Academic Research and Practice	20	M

Part-time or flexible modular arrangements

The programme is studied on a part-time basis, with the content delivered in intensive teaching blocks and through a combination of face to face and digitally enabled teaching. In order to progress onto the optional third module, EDMAPR, students must pass the first and second modules, EDMAPI and EDMAPD (40 Level 7 credits).

Placement opportunities

N/A

Study abroad opportunities

N/A

Optional modules

All three modules are compulsory to attain the full Postgraduate Certificate in Academic Practice. In order to progress to EDMAPR students must have a pass in EDMAPI and EDMAPD.

Teaching and learning delivery

The programme is targeted at early career academic staff and/or those who are new to teaching in the UK. The programme is designed to allow colleagues from all disciplines across the campus to accommodate the block days of teaching into their schedule, by offering a combination of face to face and online taught days outside of the University's main teaching weeks.

The programme is taught through interactive workshops incorporating group work, the sharing of practice, problem-solving and the use of case studies. Elements of your programme are delivered via digital technology using a range of synchronous and asynchronous delivery, as well as face to face classroom teaching. You will undertake self-scheduled T&L activities, including peer review, and as a work-based practice course, you will also be expected to undertake guided independent study. Information about module study hours including contact hours and the amount of independent study which you are normally expected to undertake for a module is indicated in the relevant module description.

The taught days offer participants the opportunity to experience life as a University of Reading student, through a variety of lectures, seminars, applied workshops, assessment procedures and the use of Blackboard. We use an experiential loop input approach (Woodward 2003) in all of our teaching, which aligns the content and process of learning, enabling participants to both experience and reflect upon the processes of teaching and learning as they undertake the programme.

The programme is delivered by members of the Academic Development and Enhancement team (ADE) from the Centre of Quality, Support and Development (CQSD). Our staff have vast and varied experiences of teaching and learning across a range of settings in Higher Education both internationally and from within the UK.

Accreditation details

EDMAPR is accredited by Advance HE at Descriptor 1 of the UKPSF, so that successful completion of this module results in the award of HEA Associate Fellowship (AFHEA).

EDMAPI and EDMAPD are accredited by Advance HE at Descriptor 2 of the UKPSF, so that successful completion of both modules results in the award of full HEA Fellowship (FHEA).

Assessment

The programme is assessed through a combination of written coursework, reflective tasks, peer review, and evidence-based presentation. Further information is contained in the individual module descriptions.

Progression

Part-time and modular progression requirements

In order to progress onto EDMAPD students must have a pass in EDMAPI provided that you fulfil the module eligibility requirements and in agreement with your Head of School.

In order to progress onto EDMAPR students must have a pass in EDMAPI and EDMAPD.

Classification

The University's taught postgraduate marks classification is as follows:

Mark Interpretation

70 - 100% Distinction

60 - 69% Merit

50 - 59% Good standard (Pass)

Failing categories:

40 - 49% Work below threshold standard

0 - 39% Unsatisfactory Work

For Postgraduate Certificate

The following conditions must be satisfied for the award of a Postgraduate Certificate:

Award of a Postgraduate Certificate

All assessments must achieve a Pass in order to fulfil the requirements of Descriptor 2

In addition, students must pass all elements of EDMAPI and EDMAPD in order to achieve D2 and gain recognition (full Fellowship) FHEA.

Students must pass all elements of EDMAPI, EDMAPD and EDMAPR to achieve award of Postgraduate Certificate in Academic Practice (PGCAP).

Additional costs of the programme
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N/A

For further information about your Programme please refer to the Programme Handbook and the relevant module descriptions, which are available at <http://www.reading.ac.uk/module/>. The Programme Handbook and the relevant module descriptions do not form part of your Terms and Conditions with the University of Reading.

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2 August 2023

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