

**SPECIAL REGULATIONS: INITIAL TEACHER EDUCATION SCHEME FOR THE FURTHER  
EDUCATION AND SKILLS SECTOR  
(FORMERLY LIFELONG LEARNING MODULAR SCHEME)**

**INTRODUCTION**

- 1 These Special Regulations enable awards to be made within the Initial Teacher Education Scheme for the Further Education and Skills Sector.
- 2 The titles of awards covered by these Special Regulations are specified in Schedule One.

**CREDIT STRUCTURE**

- 3 The Diploma in Education and Training is awarded on the successful completion of 120 credits, of which at least 60 credits must be at level five.
- 4 The Diploma in Education and Training with a specialist pathway is awarded upon the successful completion of 120 credits, of which at least 80 credits must be at level five.
- 5 The Professional Graduate Certificate in Education and the Professional Graduate Certificate in Education and Training within the Scheme are awarded on successful completion 120 credits, of which at least 40 credits must be at level six. This permits an application for Qualified Teacher, Learning and Skills (QTLS) status.
- 6 The Postgraduate Certificate in Education within the Scheme is awarded on successful completion 120 credits, of which at least 60 credits must be at level seven. This permits an application for Qualified Teacher, Learning and Skills (QTLS) status.
- 7 The University Diploma in Teaching English or Mathematics is awarded upon successful completion of 60 credits at level five.

**DEFAULT EXIT AWARDS**

- 8 Students registered for the Diploma in Education and Training, who exit after successfully completing 20 credits at level four will qualify for the Award in Education and Training.
- 9 Students registered for the Diploma in Education and Training who exit after successfully completing 40 credits at level four will qualify for the Certificate in Education and Training.
- 10 For the BA (Hons) Education and Professional Training, a Certificate of Higher Education and a Diploma of Higher Education are not available as exit awards.

**ADMISSION**

- 11 The requirements for admission are set out as part of the Regulation and Credit Framework for the Conferment of Awards; additional requirements are set out below.

*Professional Graduate Certificate in Education and Training / Professional Graduate Certificate in Education Further Education and Postgraduate Certificate in Education Further Education*

- 12 Entrants to the Professional Graduate Certificate in Education and Training, the Professional Graduate Certificate in Education or a Postgraduate Certificate in Education governed by these Special Regulations must:
- (a) have, as part of their degree (or a recognised equivalent) and/or vocational background, appropriate knowledge and/or experience of their chosen curriculum area; and
  - (b) demonstrate they can read effectively, and can communicate clearly and accurately, in spoken and written standard English at the required level, in accordance with the published criteria used for this purpose; and
  - (c) demonstrate they do not have a criminal background that might prevent them working in contexts where there are children, young people or vulnerable adults; and
  - (d) demonstrate they can secure and deliver the required number of group teaching hours.
- 13 Entrants to a Professional Graduate Certificate in Education and Training, who wish to pursue a specialism in Literacy or English as a Second or Other Language (ESOL) must hold the required qualification in English or equivalent; entrants wishing to pursue a specialism in Numeracy must hold the required qualification in Mathematics or equivalent.
- 14 The University arrangements for the Recognition of Prior Learning do not apply for entry to a Professional Graduate Certificate in Education and Training, a Professional Graduate Certificate in Education or a Postgraduate Certificate in Education covered by these special regulations.

*Diploma in Education and Training*

- 15 Entrants to Diploma programmes must demonstrate they can read effectively, and can communicate clearly and accurately, in spoken and written standard English at the required level, in accordance with the published criteria used for this purpose.
- 16 Entrants are to demonstrate that:
- (a) they hold appropriate subject-based qualifications for teaching their subject; and
  - (b) where appropriate they have the support of their employers for the qualification they wish to undertake; and
  - (c) their current teaching is being undertaken in a suitable teaching practice context; and
  - (d) they can secure and deliver the required number of group teaching hours.

*BA (Hons) Education and Professional Training*

- 17 Entrants to this programme must normally be in work on a paid or voluntary basis and in a role which relates to learning and development in the post compulsory / further education and training sector.

- 18 Students may join this programme in line with the following arrangements:
- (a) In order to join this programme at Level 4 students must hold 60 credits at Level 4 or 60\* credits at Level 4 and 60 credits at Level 5;
  - (b) In order to join this programme at Level 5 students must hold 120\* credits at Level 4 and 60 credits at Level 5;
  - (c) In order to join this programme at Level 6 students must hold 240 credits (120\* at Level 4 and 120\* at Level 5).

\* These credits must be congruent with the honours degree programme.

## **ASSESSMENT**

- 19 Compensation is not permitted on programmes within this Scheme.
- 20 Where the programme requires the completion of professional practice, students must complete successfully:
- (a) the required number of teaching hours within a recognised Post Compulsory / Further Education Sector context; and
  - (b) obtain a satisfactory tutor/mentor report in relation to personal skills and attributes and professional conduct and behaviour; and
  - (c) all professional documentation associated with each module and achieve at least to a satisfactory level in the professional practice skills; and
  - (d) a Record of Achievement as specified in the programme specifications.
- 21 For the BA (Hons) Education and Professional Training, assessments are made on a Pass/Fail basis at levels 4 and 5.
- 22 For the Diploma in Education and Training, assessments are made on a pass/fail basis. Students must pass all assessments.
- 23 In order to pass modules on a programme leading the award of Professional Graduate Certificate in Education or a Professional Graduate Certificate in Education and Training, or a Postgraduate Certificate in Education, students must pass all assessments.

## **MODULE ASSESSMENTS**

*(NB The following section applies only to the PGCE Further Education.)*

- 24 Modules on the PGCE Further Education programme are assessed against level 7 learning outcomes. In the event that the work does not qualify for a pass at level 7, the work will be assessed against level 6 learning outcomes.
- 25 To pass a module a student must pass all the assignments for that module.
- 26 To pass a module at level 7 all assignments must be passed at level 7.
- 27 To pass a module at level 6, at least one assignment must be passed at level 6.
- 28 Assignments marked at level 7 will be graded by the use of percentages. The pass mark is 50%.
- 29 Assignments marked at level 6 will be graded Pass/Fail.

- 30 Where an assignment has not been passed at level 7, but qualifies for a pass at level 6, EITHER
- i. The student may choose to resubmit the assignment for reassessment against level 7 criteria OR
  - ii. The Pass at Level 6 will stand.
- 31 Where an assignment has not been passed at level 7, but qualifies for a pass at level 6 and the student has chosen to resubmit the assignment for a level 7 mark:
- i. an assignment achieving a mark of 50% or over will be awarded a pass at level 7 OR
  - ii. the Pass at Level 6 will stand.
- 32 Where an assignment does not meet the criteria for a Pass at level 6, the student is permitted one reassessment attempt:
- i. Where, as a result of reassessment, the module is passed at level 7, the module mark will be capped at 50%
  - ii. Where, as a result of reassessment, the module is passed at level 6, a pass for the module will be awarded.

#### **PENALTIES FOR LATE SUBMISSION**

- 33 In the case of failure to submit required work by the published deadline, without an approved extenuating circumstance case, a mark of zero will be recorded.

#### **CLASSIFICATION**

- 34 The Diploma in Education and Training is awarded as pass.
- 35 Degree classification on the BA (Hons) Education and Professional Training will be calculated using the Level 6 modules only, using the standard University rules in the Regulation and Credit Framework for the Conferment of Awards.
- 36 The Postgraduate Certificate in Education may be awarded
- with Distinction
  - Pass.
- 37 The Postgraduate Certificate in Education within this scheme may be awarded with Distinction where a student achieves at least 70% in the best two modules at level 7 and no mark is below 60%.
- 38 The Professional Graduate Certificate in Education and Professional Graduate Certificate in Education and Training are awarded as a pass.

#### **COMMENCEMENT DATE**

- 39 These Special Regulations are effective from September 2018.

## SCHEDULE ONE

### PROGRAMMES INCLUDED IN THE INITIAL TEACHER EDUCATION SCHEME FOR THE FURTHER EDUCATION AND SKILLS SECTOR

The following programmes are included in this Scheme:

	Programme	Awards Additional to those included in the Regulation and Credit Framework for the Conferment of Awards
1	BA (Hons) Education and Professional Training	
2	PGCE Further Education	Professional Graduate Certificate in Education Further Education and Postgraduate Certificate in Education Further Education
3	Diploma in Education and Training	<p>This programme embeds the following pathways:</p> <ul style="list-style-type: none"><li>• Diploma in Education and Training</li><li>• Professional Graduate Certificate in Education and Training</li><li>• Diploma in Education and Training with a Specialist Pathway English: ESOL</li><li>• Diploma in Education and Training with a Specialist Pathway English: Literacy</li><li>• Diploma in Education and Training with a Specialist Pathway Mathematics: Numeracy</li><li>• Diploma in Education and Training with a Specialist Pathway: Teaching Learners with Special Needs</li><li>• Professional Graduate Certificate in Education and Training with a Specialist Pathway: ESOL</li></ul>

		<ul style="list-style-type: none"> <li>• Professional Graduate Certificate in Education and Training with a Specialist Pathway: Literacy</li> <li>• Professional Graduate Certificate in Education and Training with a Specialist Pathway Mathematics: Numeracy</li> <li>• Professional Graduate Certificate in Education and Training with a Specialist Pathway: Teaching Learners with Special Needs</li> </ul> <p>The following will be awarded where eligible if a student withdraws from the programme before completion, or where a student fails subsequent modules:</p> <p>Award in Education and Training (20 credits, Module 1)</p> <p>Certificate in Education and Training (40 credits, Module 1 and 2)</p>
4	University Diploma in Teaching English or Mathematics	<p>The programme embeds the following pathways:</p> <ul style="list-style-type: none"> <li>• University Diploma in Teaching Mathematics: Numeracy</li> <li>• University Diploma in Teaching English: ESOL</li> <li>• University Diploma in Teaching English: Literacy</li> <li>• University Diploma in Teaching English: ESOL and Literacy</li> </ul>
5	Short courses	<p>University Certificate – Introductory Award in Education and Training</p> <p>University Certificate in Education and Training</p>