



**2022 - 2023**



# **PCPDV- LEVEL 9 ONE - YEAR PART-TIME CERTIFICATE IN PROGRAMME DESIGN AND VALIDATION IN FET AND TRAINING**

This course addresses the needs of Further Education and Training (FET) staff and others engaged in programme development and implementation, who are tasked with responsibility for redesign of existing or development of new education and training programmes including traineeship and apprenticeship programmes.

The programme will be delivered online complimented by 5 workshops including one for registration and induction (No Covid19 restrictions). Should there be restrictions the course will be delivered online using a process tested with the 2002-21 cohort. Adult education participative and dialogical methodologies will be used for delivery both online and in workshops. The online dimension will be interactive and include activities that enhance student learning through active participation in webinars, discussion forums and other exercises.

The Postgraduate Certificate was designed and will be delivered in partnership by the department of Adult and Community Education at Maynooth University (MU) and the Further Education Support Service (FESS).

## THIS COURSE WILL:

- Explore the implications of current policies and criteria in programme design and validation.
- Further develop knowledge, skills and competencies in curriculum design and development to meet QQI and other awarding bodies requirements for programme validation.
- Explore curriculum design, assessment and procedures associated with validation applications.
- Facilitate a critical review of theoretical frameworks and policy context.
- Provide participants with the opportunity to critically reflect on evaluation and quality assurance procedures in programme validation.

## WHO IS THIS QUALIFICATION FOR?

- Programme development and implementation professionals tasked with responsibility for redesign of existing or development of new education and training programmes including traineeship and apprenticeship programmes.
- Managers and team leaders with responsibility for programme design and implementation.

## WHEN CAN I START?

The course will commence in September 2022 and will be delivered over two semesters with mandatory attendance at all workshops/online workshops depending on government recommendations. The Course concludes in May 2023.

## MODULES AND LEARNING OUTCOMES

The Postgraduate Certificate consists of three mandatory modules.

### **1. Validation of programmes in FET, history, policy and governance (5 credits)**

On successful completion of the module, participants should be able to:

- Critique the historical, legislative and policy frameworks for programme provision in FET.
- Differentiate the roles and responsibilities of awarding bodies and FET providers, and understand the implications of the different quality assurance procedures in relation to development of programmes.
- Apply different awarding body criteria for the validation of programmes.
- Interpret the concepts and underpinning theoretical frameworks that effect validation criteria.

## **2. Curriculum theory and application in programme development (10 credits)**

On successful completion of the module, participants will be able to:

- Demonstrate knowledge in curriculum development and assessment theories.
- Demonstrate knowledge of programme development and design models.
- Demonstrate knowledge of curriculum development approaches appropriate to FET.
- Identify the different stages of programme development and the procedures involved at each stage from inception to validation.

Explore the implications for provider quality assurance and governance structures.

## **Critical evaluation and quality assurance in programme validation (5 credits)**

On successful completion of the module, participants will be able to:

- Demonstrate an ability to critically reflect on practice of programme design and assessment.
- Critically assess theoretical approaches informing evaluation processes.
- Identify different stages and processes of evaluation.
- Apply evaluation criteria to a programme to determine compliance with awarding body validation policy and criteria.

## **BENEFITS FOR PARTICIPANTS**

- Expertise: Lecturers delivering the course are subject knowledge specialists and experienced adult educators.
- Full support between workshops by telephone, email and online.
- No exams. Participants submit coursework / make presentations at scheduled intervals.
- The course fee includes, student registration, course materials, assessment, access to the University's online learning platform, access to all of the University's student services and facilities.

## **BENEFITS FOR YOUR ORGANISATION**

- Ensures that individuals who operate in a training and development role in your organisation have the skills, knowledge, and methods they need to design/redesign programmes in line with validation policies and criteria.
- Provide leaders and managers with a greater appreciation of the importance of programme development, validation and quality assurance.
- Contributes to a supportive learning and development culture in your organisation.

## LEARNING AND ASSESSMENT

Course materials are provided online through the University's Moodle platform.

Students need basic IT skills and broadband internet access.

It is a blended learning course. There are 5 face-2-face course days in Maynooth University campus: Friday 23 September, Friday 21 October, Friday 18 November, Friday 12 December in 2022, and Friday 21 January 2023. There are 4 x 2-hour online webinars in semester 1 (Fridays 2-4pm) and 4 in semester 2. There is a one 1-hour online tutorial every month in semester 1, and every 2 weeks in semester 2. The course finishes on May 24<sup>th</sup>, 2023.

The course will be assessed through the completion of assignments, presentations, and participation online and in workshops: No sit-down examinations.

## ENTRY REQUIREMENTS

Entry requirements – a) A recognised degree (Level 8 or Level 7 with experience);  
b) Engagement or potential engagement with programme design and validation,  
c) have broadband internet and basic IT skills, and d) Attend course team interview.

## FEES

The course fee 2021/22 is €1,400 (Fee may be adjusted in the coming academic year).

## HOW DO I APPLY?

1. Click on the following link for the Postgraduate Applications Centre (PAC): <https://v2.pac.ie/institute/2> and open a PAC account.
2. Then use the following link to apply. <https://v2.pac.ie/apply?c=15296>
3. Proceed with application procedures including your personal statement.
4. **CLOSING DATE: 31<sup>st</sup> July 2022** via PAC
5. Please note that Maynooth University assess all applications and shortlisted candidates will be invited to interview.

## CONTACT US

**If you require any further information, Email Margaret Noone.**

**Department of Adult & Community Education, Maynooth University, at [fetpdv@mu.ie](mailto:fetpdv@mu.ie)**