

Regulations for the Postgraduate Certificate in Education (PGCE)

Regulation 09: 2020 Version 01
Effective from: 1 August 2020



PRIFYSGOL
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| Date | Supersedes | Description of Change |
|-------------------|-------------------|---|
| 1 August 2020. | 2017 Version. | Updated professional documentation references, increased extensions to 3 years, increased course credit criteria, presentations added to module assessments, increased the time period to 6 months for contacting schools to arrange placements for student re-examination, and added an 'Enhanced Support Programme' for students making unsatisfactory progress whilst on school placement. |
| 1 December 2017. | 2015 Version. | Minor changes to wording. |
| 1 September 2015. | 2014 Version. | General update. |

| Document Owner | Approved By | Date Approved | Review Frequency |
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| School of Education and Human Development. | Senate Regulations and Special Cases Committee. | 30 April 2020. | Every three years. |

Note: In exceptional circumstances, and subject to approval by the Chair of the Senate Regulations and Special Cases Committee, responsibilities assigned to Schools, Heads, of School, School Officers or School Committees in these Regulations may be assumed by the College, Head of College, College Officers or College Committees respectively, as appropriate.

Regulations for the Postgraduate Certificate in Education (PGCE)

These regulations apply to students who began their PGCE course on or after 1 August 2020.



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Introduction

1. These regulations must be read with the Regulations for Taught Programmes, Sections 5-9.
2. Qualified Teacher Status (QTS) is awarded by The Education Workforce Council (Wales) to students who successfully complete the Postgraduate Certificate in Education (PGCE). To be awarded QTS, students must achieve the standards specified as 'QTS descriptor' in the document 'Professional Standards for teaching and leadership' and its supplementary guidelines. Concerns about a student's suitability to teach will be considered using the College of Human Sciences 'Suitability/Fitness to practice procedure' document.

Admission and time limits

3. Students must meet the entry selection criteria for becoming a Qualified Teacher, as required by the Welsh Government and must also meet any other conditions specified by the University.
4. Students must supply evidence, as defined by the University, to confirm that they do not have a record, criminal or otherwise, that prevents them from being students and/or trainee teachers.
5. Students register for 10 months of continuous study and must complete their course in this time.
6. The time limits for an individual student may be extended if there are extenuating circumstances. Extensions of more than 3 years from the date of the final meeting of the Board of Examiners will not be permitted.
7. Transfer of credits and accreditation of prior experiential learning (APEL) is not permitted.

Examination and assessment

8. Students must complete 120 credits. 60 credits must be at Level 7 and 60 credits at Level 6.
9. Modules are assessed by presentations, written assignments, and critical portfolios and students must also demonstrate to the satisfaction of the Board of Examiners that they have attained the standards required for QTS.
10. Students who do not submit an assignment by the specified submission date will fail the module associated with the assignment.
11. In the case of illness, or other exceptional circumstances, the Board of Examiners may grant an extension to submission dates.
12. The pass-mark for practical teaching, all modules, and module components, is 40% for modules at Level 6 and 50% for modules at Level 7.

13. A student who does not achieve a pass mark in assessed coursework or who fails the practical teaching elements may be re-examined in that work. Coursework and practical teaching can only be re-examined once.
14. A student who is judged to be making unsatisfactory progress towards any of the Professional Standards of Teaching and Leadership (PSTL) assessed whilst on school placement will be considered to be at risk of failing the programme. The student will be placed on an 'Enhanced Support Programme' for a period of 3 weeks. Specific targets will be agreed between the school, University and student and reviewed at the end of each week during this time where the University and school will be monitoring and assessing the students' progress. If insufficient progress is made at the end of this period, a fail will be recorded and the placement will be discontinued.
15. Deadlines for resubmission will be made known to students at the time when they are informed that they are permitted to resubmit work. When work is resubmitted, the higher of the two marks rather than the most recent will be used. In any supplementary assessment, the highest mark that can be awarded is a pass mark (40% at Level 6 and 50% at Level 7). Where a mark for an individual component of a module has been capped at a pass, the overall mark for the module should not be capped unless the resubmitted work comprises all of the marks available for the module.
16. Students may not be re-examined in any module or unit of assessment which they have passed.
17. The opportunity for practical teaching to be re-examined will be at the discretion of the Board of Examiners and will be conditional upon the availability of a suitable school placement. The School will contact all eligible schools in an attempt to find a placement, but the time scale for this cannot be guaranteed. If no school has volunteered to provide a placement within a 6-month period of contacting schools, then re-examination will not be possible and the student's studies will be discontinued.
18. Re-examination of coursework and practical teaching after the final meeting of the Board of Examiners will be subject to a fee.

Conditions and classification of awards

19. The Board of Examiners has discretion in reaching decisions on the awards to be recommended for individual students. The Board is responsible for interpreting the assessment regulations for the programme if any difficulties arise, taking into account the University's requirements and good practice in higher education.
20. In order to be eligible for the award of a Postgraduate Certificate in Education students must achieve a pass mark in all modules. The pass mark is 40% for modules at Level 6 and 50% for modules at Level 7. Students must also satisfy the Board of Examiners that they have developed the standards expected of newly qualified teachers as specified by the Welsh Government including successful completion of the practical teaching elements.
21. The Board of Examiners will recommend to the University that a student has either passed or failed the course.