



UNIVERSITY  
OF LONDON

2022



Learning and  
Teaching in  
Higher Education

[london.ac.uk/lthe](https://london.ac.uk/lthe)

World class. Worldwide.



# Join the World Class

**1 Develop through effective learning strategies**  
Translate theories and models of learning into effective practice in face-to-face, online and blended teaching.

**2 Reflect on your own learning and teaching experience**  
You will link your studies on the course directly to your teaching practice, helping you become a more effective and confident educator.

**3 Access a wealth of resources**  
Led by the Centre for Online and Distance Education ([london.ac.uk/cde](http://london.ac.uk/cde)) this programme will bring you into a multidisciplinary community of expert educators. You'll have access to an online library, which contains over 100 million academic electronic items.

**4 Support throughout your studies**  
Guidance is always at hand from your programme leader and online tutors, who support you in all aspects of your study. Technical and administrative support are also available online.

**5 An engaging and vibrant learning environment**  
Join a global classroom with others who teach in a wide range of subject disciplines. You'll have the opportunity to engage in lively and interesting discussions and reflections on all aspects of higher education and learning.





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## Key dates

### Application and Registration opens:

27 June 2022

### Application deadline:

12 September 2022

### Registration deadline:

26 September 2022

### Programme starts:

10 October 2022

### Programme intake dates:

April and October

# A global university centred around you



**Dr Linda Amrane-Cooper**

**Programme Director**

I look forward to working with you as you develop your skills and expertise in learning, teaching and assessment for higher education. Our programme provides a stimulating and exciting journey of exploration of you as an educator. This is a very practical programme and you should expect to see significant deepening of your understanding and practice in supporting and enhancing the learning of your own students. You will join a collaborative community in which we share ideas, debate approaches, challenge and stretch ourselves, with a commitment to mutual learning. The programme aims to develop professionals with the capacity to teach and support face-to-face, online

and blended learning, and assess and give feedback on student work, in ways that are effective, efficient, reflective, scholarly and professional.

You will have a structured opportunity to develop your practice through critical engagement with theories of learning. You will develop your own teaching and learning support strategies, relevant to your role and to the subjects you teach. From the start of the programme we will support you to develop your ability to critically reflect on your own learning experience and apply this to developing your own teaching, learning support and assessment practices. You will bring together theories, models, student and peer feedback and reflection on your own practice: developing a clear sense of your vision and values in education along with enhanced practical skills.

The programme is designed to be flexible with consideration of applicants from a range of academic and work backgrounds, teaching a variety of subjects – this adds to the richness and depth of discussion. The programme is delivered online and provides participants with the opportunity to engage with their own learning experience in the context of technology enhanced pedagogy.

Developed with the Centre for Online and Distance Education, who are leading experts in education, I am confident that this innovative programme combines the best in pedagogy, practical learning and challenge to ensure you can make lasting, meaningful and fulfilling developments to your work with students as an informed and effective educator. I look forward to being part of the journey with you.

## A trusted name in global education

Founded in 1836, the University of London is one of the oldest and most prestigious universities in the UK and is internationally regarded as a centre of academic excellence. The University of London educates more than 50,000 distance learners annually in 190 countries and has over 500,000 alumni across the globe. The University of London's Centre for Online and Distance Education leads the PGCertHE programme, and is a global leader in research and practice in online and distance education.

# Engage with and reflect on your own learning experience

The University of London Postgraduate Certificate in Learning and Teaching in Higher Education is for those teaching, tutoring and supporting students studying in higher education.

You may be working with students who are studying face to face, online or on a blended learning course. This is a fantastic space for those working in higher education to develop their skills, understanding and experience.

**By studying this programme you will:**

- develop your skills, understanding of and strategies in teaching, learning and assessment
- develop new approaches to supporting your students, built on in-depth engagement with theories and international best practice
- engage with successful online learning and develop your skills through direct, hands-on experience
- work with colleagues across the globe, in a community of practice.

**As a graduate of the programme, you will gain:**

- a university of london postgraduate certificate in learning and teaching in higher education
- enhanced skills, knowledge, experience and scholarship in learning, teaching, assessment and in careers and employability strategy through an optional module
- University of London Worldwide Recognised Tutor status.

## Recognised Tutor Status

The University of London recognises the achievement of successful graduates from the Postgraduate Certificate in Learning and Teaching in Higher Education by granting them University of London Worldwide Recognised Tutor Status. This includes receiving a certificate and diploma supplement.

Recognised Tutor Status holders can choose to be included on our website listing.



**Dr Katherine Carter**

Graduate

**‘The PGCert LTHE has had a tremendous impact on me and my teaching. Throughout the programme, I was given an opportunity to engage deeply with the literature and theoretical frameworks on supporting learning, online teaching, course design and other topics. I was consistently encouraged to reflect on how to implement the learning material in my own teaching practice. This has led me to be a sharper teacher and my students have noticed the difference.’**



# How you study



## Flexible study

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Our programmes offer you a way to obtain a prestigious degree or other qualification at a reasonable cost. The University of London allows you to fit your studies around your own schedule and responsibilities.

You study online using highly engaging learning materials. You will be encouraged to explore new areas of learning, to reflect on your own learning and teaching, and to engage in an analysis and review of the learning experience itself, the technologies and approaches used. You are supported online, and will collaborate with other teachers as part of a learning network.

All essential resources, activities, videos, discussions and access to online support are accessed via the University of London Virtual Learning Environment (VLE).

## Time allocation

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The modules run from April to September and from October to March. We normally expect participants to undertake one module per session, starting with Supporting Learning, Teaching and Assessment. The weekly activities have been designed to be studied over 22 weeks, for approximately 10–12 hours per week per module. Your studies directly relate to your practice as an educator or teacher in higher education.

## Online support

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### Virtual Learning Environment

By supporting your studies and helping you to feel part of a community, the VLE forms an important part of your study experience with us. Through the VLE, you can access your study materials and the Online Library and receive notices and other programme-related information. You can also interact with your tutors and fellow students in the module discussion forums, and with other students in the general student discussion forum. At the heart of this programme sits reflection on your practice and your learning. This reflection is supported by structured reflective notebooks and self-assessment trackers.

You will have access to a dedicated online VLE where you will find a range of study materials and details of events and activities.

Our VLE includes:

- A welcome and introduction to your programme
- Written notes, videos, podcasts, scanned book chapters or sections, and a dynamic range of learning activities.

We encourage active engagement with our modules, and expect you to work with your peers regularly. We use discussion forums where you will be able to discuss topics of interest with other students. We provide a series of peer review workshops across the modules.

We offer regular video conference sessions, which we expect you to join, but which are not compulsory

Each live session is run twice for access from different time zones.

Live sessions include workshops, seminars, guest speakers and tutorials.

### The Student Portal

You are required to confirm on your application form that you have access to the internet so that you are able to make use of resources which are only available online. As soon as you have registered, we will send you a University of London username and password that will allow you to log in to the Student Portal. Once logged in, you can also access your

University of London email account. All of the online resources available to students can be found in the Portal.

## Library support

The Online Library provides access to over 100 million e-journal articles, a range of ebooks in many subjects, as well as access to a range of databases. For more information, visit: [onlinelibrary.london.ac.uk](http://onlinelibrary.london.ac.uk)

Registered students are entitled to free reference access to Senate House Library. However, there are membership fees payable for those who wish to borrow books. For more information, visit: [london.ac.uk/senate-house-library](http://london.ac.uk/senate-house-library)

## Tutor support

All students receive tutor support and feedback while studying this programme. Tutors introduce the modules, respond to queries, monitor discussions and provide guidance on assessments.

## Assessment

The assessment supports you in developing theory-informed reflections on your own teaching practice. Assessment is through coursework. There are no examinations.

In the core module, Supporting Learning, Teaching and Assessment, at mid-point, you undertake a 1,000-

word review of a selection of the online learning activities you have undertaken. At the end of the module, you submit a 4,000-word reflective narrative, building on the reflective notebook, you have kept throughout the module.

In the first optional module, Enhancing Learning, Teaching and Assessment, you develop your own plan for enhancing teaching or assessment. This will help you to continue your development as a professional after the programme has ended, and may be of particular relevance to your current workplace. Early in this module you submit a multimedia presentation with a 1,000-word written statement, outlining your project topic and scope, followed by a 4,000-word rationale and plan for enhancement at the end of the module.

In the second optional module Strategic Approaches to Careers and Employability in HE, assessment activities are based around creating and testing the various component elements necessary to develop an actual careers and employability learning strategy for your institution. It consists of three 2,750 word assignments, which involve applying the learning to information you have gathered from your own specific context.

The format and mode of assessment may change due to events or circumstances beyond our control. Students will be informed of their assessment arrangements via the VLE, once confirmed. For the latest information on examinations, please visit: [london.ac.uk/exams](http://london.ac.uk/exams)

# Programme structure



**Sara Tarar**

Graduate

‘The most rewarding part of this programme was getting an insight into unanswered questions and exploring new methods of teaching and learning. Coupled with this was the realisation that experience had taught me many things already, but now I could put it into words.’

## Modules

The programme has three 30-credit modules (one core and one optional module from a choice of two) and you need to successfully complete two modules to gain the Postgraduate Certificate.

All three modules can be studied on a stand-alone bases.

### **PGCert Learning and Teaching in Higher Education**

#### **Core module**

Supporting Learning, Teaching and Assessment (taken first)

The aim of this module is to develop teachers in higher education to support teaching, learning, assessment and feedback to enable student learning and progress. The module will explore online, face-to-face and/or blended modes of delivery and participants will gain first-hand experience of online pedagogy as learners themselves. You will be encouraged to identify your individual learning needs within each theme and personalise learning to your needs and contexts.

#### **Optional modules**

Enhancing Learning, Teaching and Assessment

This module aims to enable participants to develop as teachers in higher education; to enhance and innovate in online, face-to-face and/or blended learning and anticipate future higher education contexts. The module will provide you with a theory and research-informed and practically grounded framework to identify ways in which learning and teaching can be both enhanced and developed innovatively in their own professional contexts.

Strategic Approaches to Careers and Employability in Higher Education

This module is aimed at anyone involved in or interested in creating, reviewing or overseeing careers and employability education at a strategic level within a higher education institution.

This module will equip you with the skills to explore and analyse the diversity of external and internal factors that will determine the most appropriate strategic approach to implementing careers and employability education in their own institutional and global context. Through practical activities and case studies, it will teach you to evaluate the effectiveness of different approaches and build business cases for partnership and investment.



# Entrance requirements

## Eligibility

### To register for the Postgraduate Certificate you will need:

- an undergraduate degree which is considered comparable to a UK degree, in any subject
- to be teaching or supporting learning on a higher education qualification on a part-time or full-time basis
- to have an IELTS score of 7 with no element below 6.5 or a demonstrably equivalent qualification, or to be able to demonstrate the requisite level of proficiency.

For further information on entrance requirements, English language requirements and computer requirements please visit: [london.ac.uk/lthe](https://london.ac.uk/lthe)

## Recognition of Prior Learning (RPL)

If you have studied material as part of a previous qualification that is comparable in content, level and standard to our Postgraduate Certificate modules, you might be exempted from the equivalent module of our degree. This is known as Recognition of Prior Learning (RPL) or Exemption. You will not need to study or be assessed in the module(s) to complete your award.

Recognition of Prior Learning will be granted at the discretion of the Programme Director. All requests will be considered on an individual basis by specialist academics on a case-by-case basis. This is called discretionary RPL and involves a non-refundable application fee.

You may apply for RPL for up to 30 credits from a PGCert (Postgraduate Certificate in Higher Education) module, for the module Supporting Learning, Teaching and Assessment.

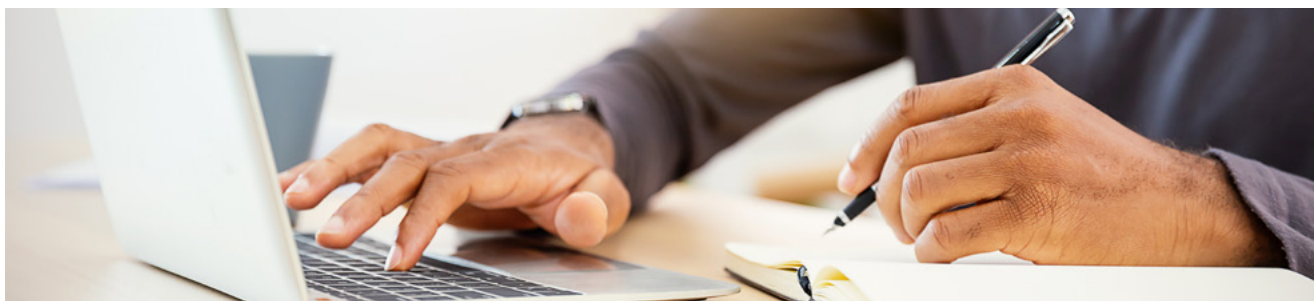
## How to apply

For further information on this programme, entrance requirements and details on how to apply, please visit: [london.ac.uk/lthe](https://london.ac.uk/lthe)

## Students with disabilities and/or access requirements

The University of London welcomes applications from disabled students and/or those who have access requirements. If you are disabled and/or have access requirements, we will make every reasonable effort to meet your needs. This may include making access arrangements for examinations, such as a separate room or special aids.

If you would like to tell us about your disability and/or request access arrangements, please complete the relevant section of the application form, or contact the Inclusive Practice Manager at: [special.arrangements@london.ac.uk](mailto:special.arrangements@london.ac.uk)



# Further information



## Fees payable to the University

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The total fee payable to the University of London for 2022–2023 will be published on our website once confirmed. For the latest information on programme fees, please visit: [london.ac.uk/fees](https://london.ac.uk/fees)

**Please note:** student fees shown on our website are net of any local VAT, Goods and Services Tax (GST) or any other sales tax payable by the student in their country of residence. Where the University is required to add VAT, GST or any other sales tax at the local statutory rate, this will be added to

the fees shown during the payment process. For students resident in the UK, our fees are exempt from VAT.

## Financial assistance

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UK undergraduate students may be able to apply for a part-time tuition fee loan to cover the cost of registration and examination entry fees. For full details on eligibility criteria, please visit: [gov.uk/student-finance](https://gov.uk/student-finance)

Alternatively, some employers in both the public and private sector may be willing to consider offering financial assistance to their employees.

## Armed Forces

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Students who are members or ex-members of the UK Armed Forces should note that the University of London has been approved by the Ministry of Defence in support of the Enhanced Learning Credits (ELC) Scheme (ELC Provider Reference Number 1284). The Scheme provides financial support to eligible Service personnel who wish to enhance their educational or vocational achievements.

The ELC Administration Service website can be found at: [www.enhancedlearningcredits.com](https://www.enhancedlearningcredits.com)





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For further information on the range of programmes we offer, please visit our website ([london.ac.uk](http://london.ac.uk)) or contact us at:

**The Student Advice Centre**

University of London  
Senate House, Malet Street  
London WC1E 7HU  
United Kingdom

Telephone enquires: +44 (0)20 7862 8360

Online enquiries: [sid.london.ac.uk](mailto:sid.london.ac.uk)



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