# Board of Studies for Tertiary Teaching

## Graduate Certificate in Applied e-Teaching and Support (GradCertAeTS)

*See also the General Course and Examination Regulations.*

### 1. Qualifications required to enrol in the Graduate Certificate in Applied e-Teaching and Support

Every candidate for the GradCertAeTS, before enrolling in a course of study for the Graduate Certificate, shall have:

(a) either
   i.   qualified for a bachelors degree or its equivalent, or
   ii.  been admitted ad eundem statum as entitled to enrol for the Graduate Certificate; and
   iii. appropriate experience in the areas of e-teaching and learning, or e-technology, and
(b) approval as a candidate for the Graduate Certificate by the Chair of the Board of Studies for Tertiary Teaching.

### 2. Structure of the Graduate Certificate

The GradCertAeTS comprises a total of 60 points at Level 7 on the Register of Quality Assured Qualifications. The course of study for the Graduate Certificate shall consist of the courses as specified in the Schedule to the Regulations for the Graduate Certificate.

### 3. Full-time/Part-time Enrolment

A candidate may be enrolled either on a full-time or part-time basis.

### 4. Duration of the Course

The minimum period of enrolment for a full-time candidate is six months.  A candidate must complete the GradCertAeTS within three years of the date of their first enrolment.

### 5. Re-enrolling in courses

A candidate who fails any course may re-enrol for that course only with the approval of  the Chair of the Board of Studies for Tertiary Teaching.

## Schedule to the Regulations for the Graduate Certificate in Applied e-Teaching and Support

EDTT 701 Teaching Meets Technology – Exploration

EDTT 702 Teaching Meets Technology – Experimentation

P: EDTT 701

EDTT 703 Teaching Meets Technology – Implementation

P: EDTT 701 and EDTT 702

EDTT 704 Teaching Meets Technology – Dissemination

P: EDTT 701, EDTT 702 and EDTT 703

# Graduate Diploma in Applied e-Teaching and Support (GradDipAeTS)

*See also the General Course and Examination Regulations.*

## 1. Qualifications required to enrol in the Graduate Diploma

Every candidate for the GradDipAeTS, before enrolling in a course of study for the Graduate Diploma, shall have:

(a) i. qualified for a bachelors degree, or
 ii. been admitted ad eundem statum as entitled to enrol for the Graduate Diploma, and
 iii. appropriate experience in the areas of e-teaching and learning, or e-technology, and
(b) approval as a candidate for the Graduate Diploma by the Chair of the Board of Studies for Tertiary Teaching.

## 2. Structure of the Graduate Diploma

The GradDipAeTS is a level 7 qualification and comprises a total of 120 points at Level 6 or above on the Register of Quality Assured Qualifications. The course of study for the Graduate Diploma shall consist of:

(a) compulsory courses as specified in Group A of the Schedule to the Regulations for the Graduate Diploma; and
(b) an approved course of study of 60 points, of which at least 15 points must be at level 7 and the remainder at level 6 or above on the Register of Quality Assured Qualifications, selected from Group B of the Schedule to the Regulations for the Graduate Diploma.

Candidates who have completed the requirements for the Graduate Certificate in Applied e-Teaching and Support may be awarded the Graduate Diploma in Applied e-Teaching and Support by successfully completing the requirements in 2.(b) above.

## 3. Approval of course of study

The course of study for every candidate for the Graduate Diploma is subject to the approval of the Chair of the Board of Studies for Tertiary Teaching.

## 4. Full-time/Part-time Enrolment

A candidate may be enrolled either on a full-time or part-time basis.

## 5. Duration of the Course

The minimum period of enrolment for a full-time candidate is one year. A candidate must complete the GradDipAeTS qualification within four years of the date of their first enrolment.

## 6. Re-enrolling in courses

A candidate who fails any course may only re-enrol for that course only with the approval of the Chair of the Board of Studies for Tertiary Teaching.

## 7. Grades

The grade awarded for a course in Group B offered by another New Zealand tertiary education organisation is determined by the provider of the course. The awarded grade will be considered by the Chair of the Board of Studies for Tertiary Teaching to determine if it constitutes a pass grade.

## Schedule to the Regulations for the Graduate Diploma in Applied e-Teaching and Support

*Note: Not all courses will necessarily be offered in any one year. The course codes listed currently reflect NZQA Register level conventions. These codes are provisional and are subject to change.*

### Group A (Compulsory courses)

EDTT 701 Teaching Meets Technology – Exploration
EDTT 702 Teaching Meets Technology – Experimentation
P: EDTT 701

EDTT 703 Teaching Meets Technology – Implementation
P: EDTT 701 and EDTT 702
EDTT 704 Teaching Meets Technology – Dissemination
P: EDTT 701, EDTT 702 and EDTT 703

## Group B

*Note: Not all courses may be offered in any one year.*

PDAT 654 Supporting Workplace Learning

PDAT 655 Designing Courses for Adult Learners

PDAT 764 Workplace Learning

PDAT 773 Advanced Course Design

EDIC 712 Using and Creating Websites for Teaching and Learning

EDIC 714 Best Practices in Online Teaching and Learning

EDIC 716 Teaching Online: Course Development Project

P: EDIC 714

EDTT 711 Understanding Online Communities

Plus approved courses from other New Zealand tertiary education organisations.

# Postgraduate Certificate in Applied e-Teaching and Support (PGCertAeTS)

*See also the General Course and Examination Regulations.*

## 1. Qualifications required to enrol in the Postgraduate Certificate

Every candidate for the PGCertAeTS, before enrolling in a course of study for the Postgraduate Certificate, shall have:

(a) i.    qualified for a bachelors degree, or

ii.   been admitted ad eundem statum as entitled to enrol for the Postgraduate Certificate, and

iii.  appropriate experience in the areas of e-teaching and learning, and e-technology, and

(b) approval as a candidate for the Postgraduate Certificate by the Chair of the Board of Studies for Tertiary Teaching.

## 2. Structure of the Postgraduate Certificate

The PGCertAeTS comprises a total of 60 points at Level 8 on the Register of Quality Assured Qualifications. The course of study for the Postgraduate Certificate shall consist of the courses as specified in the Schedule to the Regulations for the Postgraduate Certificate.

## 3. Full-time/Part-time Enrolment

A candidate may be enrolled either on a full-time or part-time basis.

## 4. Duration of the Course

The minimum period of enrolment for a full-time candidate is six months.  A candidate must complete the PGCertAeTS qualification within three years of the date of their first enrolment.

## 5. Re-enrolling in courses

A candidate who fails any course may re-enrol for that course only with the approval of the Chair of the Board of Studies for Tertiary Teaching.

Award Regulations

# Schedule to the Regulations for the Postgraduate Certificate in Applied e-Teaching and Support

*Note: Not all courses will necessarily be offered in any one year. The course codes listed currently reflect NZQA Register level conventions. These codes are provisional and are subject to change.*

EDTT 801 Teaching Meets Technology – Reading Research

EDTT 802 Teaching Meets Technology – Planning Research

P: EDTT 801

EDTT 803 Teaching Meets Technology – Research Project

P: EDTT 801 and EDTT 802

# Postgraduate Certificate in Tertiary Teaching (PGCertTertTchg)

## 1. Qualifications Required to Enrol in the Certificate

(a) Every candidate for the Postgraduate Certificate in Tertiary Teaching shall, before enrolling for the Certificate, fulfil the following conditions:

   i. be practising in tertiary teaching, and either
   ii. be a graduate, or
   iii. have alternative qualifications or experiences which are considered equivalent to those of a graduate in the field in which the applicant is teaching.

(b) Every candidate for the Certificate shall be approved as a candidate by the Chair of the Board of Studies for Tertiary Teaching.

## 2. Structure of the Certificate

The programme of study shall consist of:

HEDN 501 Critical Reflection on Tertiary Teaching

HEDN 502 Learning Theory and Practice in Tertiary Teaching

## 3. Duration of the Programme

A candidate shall normally follow a part-time course of study of not less than one year and no more than three years.

## 4. Variations

(a) The Director, UCTL may in exceptional circumstances approve a programme of study which does not comply with these regulations.

(b) A candidate for the certificate who has successfully completed either HEDU 501 or HEDU 502 at the University of Otago may, with the approval of the Director, UCTL, have this substituted for HEDN 501 or HEDN 502, respectively.

(c) A candidate for the Postgraduate Certificate may, with the approval of the Chair of the Board of Studies for Tertiary Teaching, transfer to the Postgraduate Diploma in Tertiary Teaching and have the date of enrolment in the diploma back-dated as is considered appropriate.

# Postgraduate Diploma in Applied e-Teaching and Support (PGDipAeTS)

*See also the General Course and Examination Regulations.*

## 1. Qualifications required to enrol in the Postgraduate Diploma in Applied e-Teaching and Support

Every candidate for the PGDipAeTS, before enrolling in a course of study for the Postgraduate Diploma, shall have:

(a) Either
   i. qualified for a bachelors degree, or
   ii. been admitted ad eundem statum as entitled to enrol for the Postgraduate Diploma.

(b) Appropriate experience in the areas of e-teaching and learning, and e-technology.

Every candidate for the Postgraduate Diploma shall have been approved as a candidate by the Chair of the Board of Studies for Tertiary Teaching.

## 2. Structure of the Postgraduate Diploma

The PGDipAeTS comprises a total of 120 points at Level 8 or above on the Register of Quality Assured Qualifications. The course of study for the Postgraduate Diploma shall consist of:

(a) compulsory courses as specified in Group A of the Schedule to this Postgraduate Diploma; and

(b) an approved course of study of 60 points as specified in Group B of the Schedule to this Postgraduate Diploma at level 8 or above on the Register of Quality Assured Qualifications.

Candidates who have completed the requirements for the Postgraduate Certificate in Applied e-Teaching and Support may be awarded the Postgraduate Diploma in Applied e-Teaching and Support by successfully completing the requirements in 2.(b) above.

## 3. Approval of course of study

The course of study for every candidate for the Postgraduate Diploma is subject to the approval of the Chair of the Board of Studies for Tertiary Teaching.

### 4. Full-time/Part-time Enrolment

A candidate may be enrolled either on a full-time or part-time basis.

### 5. Duration of the Course

The minimum period of enrolment for a full-time candidate is one year.  A candidate must complete the PGDipAeTS qualification within four years of the date of their first enrolment.

### 6. Re-enrolling in courses

A candidate who fails any course may re-enrol for that course only with the approval of the Chair of the Board of Studies for Tertiary Teaching.

### 7. Grades

The grade awarded for a course  in Group B offered by another New Zealand tertiary education organisation is determined by the provider of the course.  The awarded grade will be considered by the Chair of the Board of Studies for Tertiary Teaching to determine if it constitutes a pass grade.

## Schedule to the Regulations for the Postgraduate Diploma in Applied e-Teaching and Support

*Note: Not all courses will necessarily be offered in any one year. The course codes listed currently reflect NZQA Register level conventions. These codes are provisional and are subject to change.*

### Group A (Compulsory courses)

EDTT 801 Teaching Meets Technology – Reading Research

EDTT 802 Teaching Meets Technology – Planning Research

P: EDTT 801

EDTT 803 Teaching Meets Technology – Research Project

P: EDTT 801 and EDTT 802

### Group B (Optional courses)

*Note: Not all courses may be offered in any one year.*

EDTL 891 Information and Communication Technology in the Teaching and Learning Process

EDTL 892 Policy, Planning and Professional Development: Managing ICT in Education

EDTL 894 Best Practices in Online Teaching and Learning

EDTT 811 Practice-based Research in Online Communities

Plus approved courses from other New Zealand tertiary education organisations.

# Postgraduate Diploma in Tertiary Teaching (PGDipTertTchg)

### 1. Qualifications Required to Enrol in the Diploma

(a) Every candidate for the Postgraduate Diploma in Tertiary Teaching shall, before enrolling for the Diploma, fulfil the following conditions:

   i.  be practising in tertiary teaching, and either

   ii.  be a graduate, or

   iii.  have alternative qualifications or experiences which are considered equivalent to those of a graduate in the field in which the applicant is teaching.

(b) Candidates with a Postgraduate Certificate in Tertiary Teaching may apply for entry to the diploma programme, and such candidates will be subject to Regulation 2(b) below.

(c) Every candidate for the diploma shall be approved as a candidate by the Chair of the Board of Studies for Tertiary Teaching.

### 2. Structure of the Diploma

(a) The programme of study shall normally consist of four courses:

   HEDN 501 Critical Reflection on Tertiary Teaching

   HEDN 502 Learning Theory and Practice in Tertiary Teaching

   HEDN 503 Tertiary Teaching and Learning Inquiry Design

   HEDN 504 Tertiary Teaching and Learning Inquiry Implementation

*Note: HEDN 501 and HEDN 502 provide the core for the diploma and both are normally completed before proceeding to HEDN 503 and HEDN 504.*

(b) The Chair of the Board of Studies for Tertiary Teaching, may grant a candidate admitted under Regulation 1(b) exemption from the requirement to enrol in HEDN 501 and/or HEDN 502. An exemption will not normally be granted unless the Chair considers the contents of the courses, when completed by the candidate, were substantially the same as the contents of the courses at the time the candidate is admitted to the diploma programme.

### 3. Duration of the Programme

(a) A candidate shall normally follow a part-time programme of study of not less than two years and no more than 4 years.

(b) The duration of the programme for a candidate admitted under Regulation 1(b) will be determined in each case by the Chair of the Board of Studies for Tertiary Teaching. Normally a candidate who has been granted exemption from enrolment in HEDN 501 and HEDN 502 will follow a programme of part-time study of not less than one year and no more than two years.

### 4. Variations

(a) The Chair of the Board of Studies for Tertiary Teaching may in exceptional circumstances approve a programme of study which does not comply with these regulations.

(b) A candidate for the diploma who has successfully completed HEDU 501 and/or HEDU 502 at the University of Otago may, with the approval of the Chair of the Board of Studies for Tertiary Teaching, apply to have these substituted for HEDN 501 and/or HEDN 502, respectively.

(c) On completion of HEDN 501 and HEDN 502, and with the approval of the Chair of the Board of Studies for Tertiary Teaching, a candidate enrolled in the postgraduate diploma may choose to withdraw from the diploma programme and be awarded the Postgraduate Certificate in Tertiary Teaching.

Award Regulations