



THE UNIVERSITY OF NOTRE DAME AUSTRALIA

Program Code: 4071

CRICOS Code: 045182F

PROGRAM REGULATIONS:
Graduate Certificate in Education
(Leadership and Management)
GradCertEd(L&M)

Responsible Owner: Dean
Responsible Office: School of Education, Fremantle
Contact Officer: PCAC Executive Officer
Effective Date: 1 July 2020

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2 AMENDMENTS

Amendments to these regulations will be made in accordance with the General Regulations.

Version	Date Amended	Amendment Details	Approved By
1	December 2006	Amendments to program regulations	Dean
2	May 2010	Amendments to program regulations	Dean
3	March 2013	Amendments to program regulations	Dean
4	December 2013	Regulations transferred to new template	Dean
5	January 2018	New course codes assigned	PVCA
6	January 2019	Amendments to program regulations	Dean

3 PURPOSE

These Program Regulations set out the approved requirements for the Graduate Certificate in Education (Leadership and Management).

4 OVERVIEW

4.1 Campus Availability

The Graduate Certificate in Education (Leadership and Management) has been approved for delivery on the Fremantle and Sydney Campuses.

4.2 Student Availability

The Graduate Certificate in Education (Leadership and Management) is available for enrolment to domestic Students and international Students.

4.3 Australian Qualifications Framework

The Graduate Certificate in Education (Leadership and Management) is accredited by the University as a Level 8 AQF qualification.

4.4 Duration

The Volume of Learning for the Graduate Certificate in Education (Leadership and Management) is 0.5 years of equivalent full-time study.

An option to complete this Program Part-time is available.

4.5 Maximum Duration

The maximum period of time within which a student is permitted to complete the Graduate Certificate in Education (Leadership and Management) Award is 2.5 years (including any periods of approved leave of absence) from the date on which they were first enrolled into the program by the University.

4.6 Study Mode

The Graduate Certificate in Education (Leadership and Management) is offered in Internal, Intensive, Semi-Intensive and External (online) modes.

4.7 Professional Accreditation

There are no professional accreditation requirements applicable to this Program.

5 ENTRY REQUIREMENTS

5.1 University Admission Requirements

To be eligible for admission to The University of Notre Dame Australia, all applicants must meet the [University's minimum requirements for admission](#). The requirements for admission are detailed in the University's Policy: *Admissions*.

5.2 English Language Test Scores

Education students who have English as an Additional language and are admitted on the basis of an International English Language Testing System (IELTS) assessment, or an equivalent English language proficiency assessment, are only admitted if they have attained an overall IELTS (or equivalent) score of 7.5 (with no score below 8.0 in speaking and listening, and no score lower than 7.0 reading and writing).

5.3 Specific Program Requirements for Admission

To be eligible for admission to the Graduate Certificate in Education (Leadership and Management) applicants must also meet the following specific requirements:

- Hold a recognised four-year Bachelor-level teaching qualification or equivalent, or
- A recognised postgraduate teaching qualification, and
- Have at least three years of relevant professional experience

6 PRACTICUM OR INTERNSHIP REQUIREMENTS

6.1 There are no practicum or internship requirements in this degree.

7 PROGRAM REQUIREMENTS

7.1 Program Learning Outcomes

Upon successful completion of the Graduate Certificate in Education (Leadership and Management) graduates will be able to:

1. Critically apply and reflect on advanced knowledge and understandings of specialised educational theory and practices within the domain of educational leadership and management.
2. Critically evaluate issues pertaining to leadership and management models and practices, decision-making, industrial relations, the law, organisational culture, reflective practice, and responses to critical issues underlying the understanding of significant recent developments in education.
3. Use cognitive, technical and creative skills with initiative and a high level of personal autonomy and accountability to generate understanding of complex issues in educational leadership and management.
4. Use communication and technical skills to implement, justify and interpret leadership and management models and practices, decision-making, industrial relations, the law, organisational culture, reflective practice, and responses to critical issues within educational contexts.

7.2 Required Courses

To be eligible for the award of the Graduate Certificate in Education (Leadership and Management) students must complete a minimum of 100 Units of Credit chosen from the courses listed in Appendix A (Fremantle Campus) and Appendix B (Sydney Campus).

7.3 Elective Courses

There are elective courses in the Graduate Certificate in Education (Leadership and Management) outlined in Appendix A (Fremantle Campus) and Appendix B (Sydney Campus).

7.4 Course substitutions

Course substitutions, where permitted, must be approved by the Dean.

8 DEFINITIONS

For the purpose of these Regulations, the following definitions are available in the General Regulations.

- | | | |
|--------------------|------------------------|-----------------------|
| • Leave of Absence | • Pre-requisite Course | • Co-requisite Course |
| • Major | • Minor | • Specialisation |
| • Units of Credit | • Elective | • General Elective |

9 LIST OF APPENDICES

APPENDIX A: Graduate Certificate in Education (Leadership and Management) – Fremantle Campus

Students must select 4 courses from this list

Course Code	Course Title	Units of Credit
EDUC6320	Theories and Models of Leadership for Catholic Schools	25
EDUC6507	Theology of Leadership	25
EDUC6670	Strategic Management in Education	25
EDUC6160	Christian Formation in Education	25
EDUC6001	Retreat Leadership in Catholic Schools	25
EDUC6060	Ethical Leadership for Today's Organisations	25
EDUC6509	Leadership as Reflective Practice	25
EDUC6189	Critical Issues in Catholic Schooling	25
EDUC6026	Positive Education: Wellbeing and Student Achievement	25
EDUC6260	Pastoral Care and the School	25
EDUC6581	Professional Supervision of Beginning Teachers	25
EDUC6640	Teaching and Leading in the Middle Years of Schooling	25
EDUC6420	Instructional Leadership	25
EDUC6970	The Professional Religious Educator	25
EDUC6055	Building Resilient Teachers and Schools	25
EDUC6057	Educational Law for Teachers and School Leaders	25

APPENDIX B: Graduate Certificate in Education (Leadership and Management) – Sydney Campus

Students must select 4 courses from this list

Course Code	Course Title	Units of Credit
EDUC6320	Theories and Models of Leadership for Catholic Schools	25
EDUC6507	Theology of Leadership	25
EDUC6670	Strategic Management in Education	25
EDUC6160	Christian Formation in Education	25
EDUC6001	Retreat Leadership in Catholic Schools	25
EDUC6060	Ethical Leadership for Today's Organisations	25
EDUC6509	Leadership as Reflective Practice	25
EDUC6189	Critical Issues in Catholic Schooling	25
EDUC6026	Positive Education: Wellbeing and Student Achievement	25
EDUC6260	Pastoral Care and the School	25
EDUC6581	Professional Supervision of Beginning Teachers	25
EDUC6640	Teaching and Leading in the Middle Years of Schooling	25
EDUC6420	Instructional Leadership	25
EDUC6970	The Professional Religious Educator	25
EDUC6055	Building Resilient Teachers and Schools	25
EDUC6057	Educational Law for Teachers and School Leaders	25