COURSE REGULATIONS
SCHOOL OF EDUCATION

GRADUATE CERTIFICATE IN EDUCATION
(LEADERSHIP AND MANAGEMENT)
GradCertEd(L&M)

COURSE CODE: 4071

THESE COURSE REGULATIONS ARE EFFECTIVE FROM 1.1.2014.
SCHOOL OF EDUCATION

1. These Course Regulations apply to all students who are enrolled in this Award on the Fremantle Campus.
2. The Dean is the responsible Executive of these Course Regulations.
3. The contact officer for this document is the Senior Administration Officer, School of Education, Fremantle Campus.

MODIFICATION HISTORY

1. These Course Regulations are effective from 1.1.2014.

<table>
<thead>
<tr>
<th>Version</th>
<th>Date Amended</th>
<th>Modification Details</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>December 2006</td>
<td>Amendments to course regulations</td>
<td>Dean</td>
</tr>
<tr>
<td>2</td>
<td>May 2010</td>
<td>Amendments to course regulations</td>
<td>Dean</td>
</tr>
<tr>
<td>3</td>
<td>March 2013</td>
<td>Amendments to course regulations</td>
<td>Dean</td>
</tr>
<tr>
<td>4</td>
<td>December 2013</td>
<td>Regulations transferred to new template</td>
<td>Dean</td>
</tr>
</tbody>
</table>
# TABLE OF CONTENTS

1 **INTRODUCTION AND INTERPRETATION** ................................................................................................................. 4
   1.1 **INTRODUCTION** ........................................................................................................................................... 4
   1.2 **INTERPRETATION** .......................................................................................................................................... 4
   1.3 **AMENDMENTS MADE TO COURSE REGULATIONS** ..................................................................................... 4
   1.4 **APPLICABILITY TO CAMPUSES OF THE UNIVERSITY** ............................................................................... 4
   1.5 **THE AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF)** ................................................................. 4

2 **ENTRY CRITERIA** .................................................................................................................................................. 5
   2.1 **GENERAL CRITERIA** .................................................................................................................................... 5
   2.2 **ADDITIONAL ENTRY REQUIREMENTS / PRE-REQUISITES** ..................................................................... 5
   2.3 **EXTERNAL ACCREDITATION REQUIREMENTS** ........................................................................................... 5

3 **AWARD REQUIREMENTS** ........................................................................................................................................... 6
   3.1 **STRUCTURE (APPENDIX A)** ...................................................................................................................... 6
   3.2 **SPECIAL AWARD REQUIREMENTS** ........................................................................................................... 6
   3.3 **PRACTICUM OR INTERNSHIP REQUIREMENTS** ......................................................................................... 6
   3.4 **APPROVED UNIT SUBSTITUTIONS** ............................................................................................................ 6
   3.5 **ALTERNATIVE PATHWAYS** .......................................................................................................................... 6
   3.6 **VOLUME OF LEARNING** .............................................................................................................................. 6
   3.7 **GRADUATION** .............................................................................................................................................. 7
   3.8 **EXIT AWARDS** ............................................................................................................................................... 7
   3.9 **HONOURS** ..................................................................................................................................................... 7

4 **APPENDICES** ......................................................................................................................................................... 8
1 INTRODUCTION AND INTERPRETATION

1.1 Introduction
These Course Regulations apply to all students enrolled in the Graduate Certificate in Education (Leadership and Management) Award at The University of Notre Dame Australia.

These Regulations should be read in conjunction with the University’s General Regulations and the School of Education Regulations.

1.2 Interpretation
The terms included in these Regulations have the meanings as defined in the University’s General Regulations and the School of Education Regulations.

1.3 Amendments made to Course Regulations
Unless otherwise specified, when amendments are made to the structure, content or academic requirements of the Graduate Certificate in Education (Leadership and Management) Award, the amendments will automatically apply in accordance with General Regulation Section 1.7.

1.4 Applicability to Campuses of the University
The Graduate Certificate in Education (Leadership and Management) Award is available on the Fremantle Campus only.

1.5 The Australian Qualifications Framework (AQF)
The Graduate Certificate in Education (Leadership and Management) Award is a Level 8 AQF qualification.
2 ENTRY CRITERIA

2.1 General Criteria
The standard entry requirements for admission are detailed in the University’s General Regulations and the School of Education Regulations.

2.2 Additional Entry Requirements / Pre-Requisites
Additional requirements for entry into this Award include:

A student applying for the Graduate Certificate in Education (Leadership and Management) must:

- Hold the equivalent of a four year teaching qualification; and
- Have a GPA of at least 2.5 or higher; and
- Have at least three years of professional experience

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 8.0 (with no score below 7.0 in any of the four skills areas and a score of no less than 8.0 in speaking and listening).

2.3 External Accreditation Requirements
External accreditation requirements are not applicable to this Award.
3 AWARD REQUIREMENTS

3.1 Structure
For the Graduate Certificate in Education (Leadership and Management) Award Structure, refer to Appendix A.

3.1.1 Compulsory Units
There are four compulsory units within the Graduate Certificate in Education (Leadership & Management). A student must choose four units approved by the Course Coordinator from the list of unit offerings published by the School of Education on an annual basis.

3.1.2 Elective Units
There are no Electives within this Award.

3.1.3 Majors and Double Majors
There are no Majors available in this Award.

3.1.4 Minors
There are no Minors available in this Award.

3.1.5 Specialisations
There are no Specialisations permitted in this Award.

3.1.6 Special Interest Units
There are no Special Interest units in this Award.

3.2 Special Award Requirements
There are no special award requirements in the Graduate Certificate in Education (Leadership and Management).

3.3 Practicum or Internship requirements
There are no Practicum or Internship requirements in this Award.

3.4 Approved unit substitutions
Unit substitutions, where permitted, must be approved by the Dean.

3.5 Alternative Pathways
Alternative Pathways are not applicable to this Award.

3.6 Volume of Learning

3.6.1 Standard Duration
(a) The standard duration for the Graduate Certificate in Education (Leadership and Management) Award is 0.5 years of equivalent full-time study.
(b) A student is able to enrol in this Award on a part-time basis.

3.6.2 Accelerated Duration
An accelerated mode is not available for the Graduate Certificate in Education (Leadership and Management) Award.
3.6.3 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 course by the University.

3.7 Graduation
Where a student has satisfied all the requirements of the Graduate Certificate in Education (Leadership and Management) Award as detailed in these Course Regulations and the General Regulations, the University may grant the student graduation status.

3.8 Exit Awards
An Exit Award pathway is not available for this Award.

3.9 Honours
The Graduate Certificate in Education (Leadership and Management) Award is not offered with Honours.

END OF REGULATIONS
## APPENDIX A:

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Title</th>
<th>Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
</tbody>
</table>

**Credit Point Total for Y1 S1**  
50

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Unit Title</th>
<th>Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
<tr>
<td>600 level Education unit</td>
<td>25</td>
<td></td>
</tr>
</tbody>
</table>

**Credit Point Total for Y1 S2**  
50

**Total Credit Points Year One**  
100

A student must choose four units approved by the Course Coordinator from the list of unit offerings published by the School of Education on an annual basis.