

Program objectives

On successful completion of the Postgraduate Certificate in Learning and Development, students should be able to:

- critically analyse and contextualise knowledge relating to professional practice and sustainable engagement in educational sectors
- exhibit competence and commitment in pursuing personal lifelong learning goals of advanced scholarship in relation to their areas of specialisation
- articulate the local, provincial, national, regional and global dimensions of the work and identities of contemporary educators, trainers and developers
- demonstrate the capacity to add value to, and help to sustain contemporary learning communities

Admission requirements

To be eligible for admission, applicants must satisfy the following requirements:

To be considered eligible for admission to the program, applicants must:

- have completed a Bachelor degree from a recognised university.

Alternative Admission

Applicants who do not meet the requirements for normal entry may apply for alternative entry if they believe that they can demonstrate that they have qualifications and/or experience that might be considered equivalent to those required for normal entry. Applicants are referred to the [Australian Qualification Framework's](#) Recognition of Prior Learning principles.

All students are required to satisfy the applicable [English language requirements](#).

If students do not meet the English language requirements they may apply to study a University-approved [English language program](#). On successful completion of the English language program, students may be admitted to an award program.

Program fees

Domestic full fee paying place

Domestic full fee paying places are funded entirely through the full fees paid by the student. Full fees vary depending on the courses that are taken. Students are able to calculate the fees for a particular course via the [Course Fee Schedule](#)

Domestic full fee paying students may be eligible to defer their fees through a Government loan called [FEE-HELP](#) provided they meet the residency and citizenship requirements.

Australian citizens, Permanent Humanitarian Visa holders, Permanent Resident visa holders and New Zealand citizens who will be resident outside Australia for the duration of their program pay full tuition fees and are not eligible for [FEE-Help](#).

International full fee paying place

International students pay full fees. Full fees vary depending on the courses that are taken and whether they are studied on-campus, via distance education/online. Students are able to calculate the fees for a particular course via the [Course Fee Schedules](#).

Program structure

The Postgraduate Certificate in Learning and Development is a 4-unit program.

- At least 50% of the units studied must be level 8 courses
- At least 50% of the units studied (at least 2 units) must be from the [Master of Education](#).
- A maximum of 50% of the units studied (up to 2 units) may be selected from any USQ course – choose via the [USQ programs](#) search facility.

Education coursework	Minimum of 2 units
Complementary coursework	Maximum of 2 units

Student-Designed Customisation and Recommended Enrolment Patterns

Because the central focus of the program is on career transitions for those assuming broadly defined educator responsibilities, the default specialisation will be a student designed pattern. This customised pattern must follow the program structure outlined above. Students tailoring their study pattern through this option will not have a specialisation named on their testamur. **Note:** Students must submit a study plan for approval by the Program Administration.

Prescribed study patterns are listed in the Recommended Enrolment section of this Handbook. Students following the enrolment pattern of a specialisation will have the Specialisation named on their testamur.

Program completion requirements

Students are required to follow the recommended enrolment pattern for their selected specialisation or to tailor a “student-designed” enrolment pattern following the Program Structure guidelines.

Required time limits

Full-time enrolment normally requires one semester of study. Part-time enrolment may be extended to two years of study.

Major studies/specialisations

Because of the program focus, the default study pattern will be student-designed; a customised pattern following the program structure guidelines. Students who follow the recommended enrolment pattern for the following specialisations will have their specialisation named on their testamur.

Please select one of the following specialisations or refer to the Program Structure to tailor your own study pattern via the student-designed customisation option.

- Adult Professional and Workplace Learning
- Career Development and Lifelong Learning
- Communities and Informal Learning
- Learning Design
- Early Childhood
- Online and Distributed Learning
- Organisational Capacity Building

Professional experience

[Professional experience](#) is required and recommended in a limited number of specialisations: **Adult, Professional and Workplace Learning** and **Early Childhood**. As such, aj-e stinegiw 0 1 521.847 5(St5n

Students undertaking professional experience outside of Queensland will need to check the requirements for professional experience in their State or Country.

IT requirements

Students must have reliable and ready access to email and the Internet. See [minimum computing standards](#) for more information.

Articulation

The Postgraduate Certificate in Learning and Development articulates to the Master of Learning and Development.

Credit

The maximum credit granted will be no more than half of the program units (two units). Within this limit, credit will be granted for relevant studies successfully completed at postgraduate level in the last five years and may be considered for studies successfully completed in the last 10 years. In consideration of these guidelines, the following points warrant particular consideration:

- Transfer of credit from other incomplete USQ award programs may be permitted where there is similar or appropriate content.
- Advanced Standing for other formal awards from recognised educational institutions will be assessed using the [Australian Qualification Framework](#)'s Recognition of Prior Learning principles.
- Other completed and assessed professional development and workplace learning activities will attract credit into the program when assessed by the Faculty of Business, Education, Law and Arts as equivalent to a full USQ course.

Students intending to apply for credit should contact the Faculty of Business, Education, Law and Arts before applying for credit, and follow the [guidelines for credit ompuprious study or work](#).

Enrolment

Students will enrol in the Postgraduate Certificate in Learning and Development on either a full-time or a part-time basis. International on-campus students must be enrolled full-time.

It is recommended that study commences with the specialisation's Education coursework section.

Note: Minimum enrolment numbers apply to all courses. Should enrolments not meet the minimum number required, students may be transferred to a different mode or offering and advised of this change prior to semester start.

Adult, professional and workplace learning – recommended enrolment pattern

Students are able to enrol in any offered mode of a course (on-campus, external or online), regardless of the program mode of study they enrolled in.

The **Adult, Professional and Workplace Learning** specialisation is designed to meet the needs of professionals and other practitioners with an undergraduate degree (or equivalent post-compulsory qualifications) in a discipline other than education who are needing to build a solid foundation of knowledge and skills in teaching and learning to enhance their practice and support their personal, professional and career development. It will also meet the needs of more experienced educators and trainers with an undergraduate degree (or equivalent post-compulsory qualifications) seeking further development of their knowledge and skills in teaching and learning with a focus on adult, professional and workplace learning. . Indicative positions include Education Officer, Development Officer and Workplace Mentor.

Note:

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Select a minimum of 1 of the following Education coursework courses:

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BAR243-	.)/							Professional Experience is a required component of this course, please refer to the Course Specification regarding sector specific requirements.
BAR53-2						.		
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Notes:

Students intending to articulate into the [Master of Education \(8 units\)](#) (Guidance and Counselling) major will need to consult that Handbook entry for discipline selection to achieve full articulation.

Communities and informal learning - recommended enrolment pattern

Students are able to enrol in any offered mode of a course (on-campus, external or online), regardless of the program mode of study they enrolled in.

The **Communities and Informal Learning** specialisation is designed to meet the needs of those involved in work with communities such as Community Development Officers, Community Education Officers or Learning Coordinators, and those facilitating the informal and organic learning that takes place with community settings.



The **Early Childhood** specialisation is designed to meet the needs of early childhood professionals and other multidisciplinary practitioners involved in work with young children and their families. It is expected that these students will normally hold an undergraduate degree (or equivalent post-compulsory qualifications) in a discipline other than early childhood education and are keen to enhance their skills, knowledge and ability in relation to the early childhood sector. This qualification will also meet the needs of experienced educators who are seeking to further develop their knowledge and skills to gain a specialisation in early childhood education and care.

Note: This program alone does not meet the accreditation requirements of the Office for Early Childhood Education and Care (formerly the Queensland Department of Families). To qualify for this accreditation, please refer to the Master of Learning and Development (Early Childhood).

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Complementary coursework: Select a maximum of 2 courses from [USQ Programs](#) so that at least 2 units