**Application Form:**

**MEd (Higher Education Practice)**

**Centre For Higher Education Research & Practice (CHERP)**

**Calendar year: 2021/22**

**Please complete this form and email to** [MEd**@ulster.ac.uk**](mailto:MEd@ulster.ac.uk) **by the following date:**

*By completing this form you give permission for the Centre for HE Research & Practice (CHERP) at Ulster University to store and use this information in accordance with the terms of the General Data Protection Regulation (GDPR) in the context of the activities of CHERP.*

|  |  |
| --- | --- |
| Semester | Application deadline |
| January 2022 start (Semester 2 2021/22) | **17 December 2021** |

**Applicants should ensure, in conjunction with their line manager, that they have relevant educational practice concurrent with their undertaking of modules within the Programme.**

1. **Applicant Details**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name |  | Surname |  |
| Title |  | Date of Birth |  |
| Home Address |  | | |
| Position |  | School/ Department |  |
| Staff Number |  | Faculty/ Directorate |  |
| Room |  | Telephone ext. |  |
| Campus |  | Contact Number (e.g. mobile) |  |
| Email |  | | |

**2. Qualifications**

Please note:

**Applicants must hold recognition of achievement of Descriptor 2** (UK Professional Standards Framework) **or above** – this must have been awarded within the last five years\* (either through an accredited programme or an experiential route). This exempts participants from 60 credit points.

\* Applicants awarded D2 or above more than five years ago will be required to demonstrate how they have remained in good standing.

**Admission Requirements:**

**Please state Qualifications and Result**

|  |  |
| --- | --- |
| Honours Degree or equivalent standard (Append to application) | **Please tick** |
|  |  |

**Basis for APEL/APCL claim for 60 credits (please highlight/tick one of the seven options)**

|  |  |
| --- | --- |
| **Within Ulster University (UU)** |  |
| 1. PgCHEP & FHEA gained at UU within the last 5 years of this application |  |
| 2. PgCHEP & FHEA gained at UU more than 5 years ago |  |
| 3. FHEA/SFHEA/PFHEA gained via UU’s accredited Fellowship Scheme within the last 5 years |  |
| 4. FHEA/SFHEA/PFHEA gained via UU’s accredited Fellowship Scheme more than 5 years ago |  |
| **Outside UU** |  |
| 5. PgCert in HE (accredited with FHEA or aligned to a recognised D2 Award as determined by HESA) gained from another institution within the last 5 years |  |
| 6. PgCert in HE (accredited with FHEA or aligned to a recognised D2 Award as determined by HESA) gained from another institution more than 5 years ago |  |
| 7. FHEA/SFHEA/PFHEA gained via another HE institution’s accredited scheme and/or via direct application to Advance HE |  |

**Now go to Appendix 1 and check what you need to append to your application in respect of the option ticked above.**

*I confirm that I have appended all necessary documentation in support of my APEL/APCL claim to this form.*

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. Module Schedule**

All modules are optional and **full attendance at all sessions** is required. Please confirm which module(s) you wish to undertake:

**These modules will be delivered and assessed in January 2022 – Semester 2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Title** | **Credit Level** | **Credit Value** | **Please choose one** |
| PHE709 Enhancing Assessment Design & Feedback | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |
| PHE710 Developing Excellence in Learning & Teaching | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |
| PHE711 Leading Team-based Curriculum Design | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |

**These modules will be delivered and assessed in Semester 1 September 2022 – Semester 1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Module Title** | **Credit Level** | **Credit Value** | **Please choose one** |
| PHE712 Enhancing Student Experiences through Inclusive, Collaborative Partnership | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |
| PHE713 Enhancing Employability and Enterprise in Higher Education | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |
| PHE714 Academic Leadership for Enhancement in Higher Education | **7** | **30** | cid:image001.png@01D4D5A2.3B456990 |
| \*PHE715 Transforming Professional Practice in Higher Education (Negotiated Project) | **7** | **60** | cid:image001.png@01D4D5A2.3B456990 |

\*This module is an action research project and will run semester 1, 2 and 3.  If taking this module, do not select an additional module for semester 2

**4. Line Manager Approval**

|  |  |
| --- | --- |
| Approved/ not approved by:  (delete as appropriate) |  |
| Reason for non-approval: |  |
| Position: |  |
| I confirm that the applicant is a member of staff and that I support his/her attendance on this course and will facilitate attendance at all classes.  Signature:  **Print Name:** | |
| Date: |  |

Please give details of any individual needs (mobility, sensory or unseen)

**Important Notes for Applicants and Signatories**

1. Applicants should be members of staff (full-time or part-time) of Ulster University;
2. All applications must be endorsed by a Head of School/ Department in which the candidate is based in order to confirm support for the MEd and individual modules e.g. time allocation for attendance, and, where necessary, any travel expenses incurred;
3. Applicants should ensure, in conjunction with their line manager, that they have relevant educational practice concurrent with their undertaking of modules within the Programme. Where required for completion of a module, the nature of this practice will be detailed in the relevant module specification. There are minimum requirements that participants must meet in terms of their work-based opportunities in order to undertake the programme and meet the assessment criteria. This could include for example, one or more of: direct engagement with learners in a HE context; leading programme curriculum design; responsibility for leading themed areas identified for enhancement.
4. Attendance at **all** Block sessions is expected.

**APPENDIX 1**

**MEd in Higher Education Practice: APEL/APCL evidence required**

**WITHIN ULSTER UNIVERSITY**

**1. PgCHEP & FHEA gained at UU within the last 5 years of this application**

* Append copies of both your PgCHEP and FHEA certificates to your APEL/APCL application.

**2. PgCHEP & FHEA gained at UU more than 5 years ago**

1. Append copies of both your PgCHEP and FHEA certificates to your APEL/APCL application.
2. Prepare a short, critically reflective review (up to 1500 words) to demonstrate how you have remained in good standing with regard to FHEA, in line with Advance HE’s Code of Practice for Fellows (<https://www.heacademy.ac.uk/system/files/downloads/Code_Of_Practice.pdf> )
3. Outline in the mapping document for FHEA (Appendix 2A) where you have evidenced recent practice in line with Descriptor 2 of the UKPSF. (<https://www.heacademy.ac.uk/system/files/downloads/uk_professional_standards_framework.pdf> )

**3. FHEA/SFHEA/PFHEA gained via UU’s accredited Fellowship Scheme within the last 5 years**

* Append a copy of your Fellowship certificate to your APEL/APCL application.

**4. FHEA/SFHEA/PFHEA gained via UU’s accredited Fellowship Scheme more than 5 years ago**

1. Append a copy of your Fellowship certificate to your APEL/APCL application.
2. Prepare a short, critically reflective review (up to 1500 words) to demonstrate how you have remained in good standing with regard to FHEA, in line with Advance HE’s Code of Practice for Fellows (<https://www.heacademy.ac.uk/system/files/downloads/Code_Of_Practice.pdf> )
3. Outline in the mapping document for FHEA/SFHEA/PFHEA (Appendix 2A/B/C) where you have evidenced recent practice in line with the appropriate Descriptor of the UKPSF. (<https://www.heacademy.ac.uk/system/files/downloads/uk_professional_standards_framework.pdf> )

**OUTSIDE ULSTER UNIVERSITY**

**5. PgCert in HE (accredited with FHEA** **or aligned to a recognised D2 Award as determined by HESA) gained from another institution within the last 5 years**

1. Append copies of both your PgCert in HE and FHEA certificates to your application
2. Append of copy of the PgCert handbook

**6. PgCert in HE (accredited with FHEA** **or aligned to a recognised D2 Award as determined by HESA) gained from another institution more than 5 years ago**

1. Append copies of both your PgCert in HE and FHEA certificates to your application
2. Append of copy of the PgCert handbook
3. Prepare a short, critically reflective review (up to 1500 words) to demonstrate how you have remained in good standing with regard to FHEA, in line with Advance HE’s Code of Practice for Fellows (<https://www.heacademy.ac.uk/system/files/downloads/Code_Of_Practice.pdf> )
4. Outline in the mapping document for FHEA (Appendix 2A) where you have evidenced recent practice in line with Descriptor 2 of the UKPSF. (<https://www.heacademy.ac.uk/system/files/downloads/uk_professional_standards_framework.pdf> )

**7. FHEA/SFHEA/PFHEA gained via another institution’s accredited scheme and/or via direct application to Advance HE**

* Append a copy of your Fellowship certificate to your APEL/APCL application.
* Prepare a short, critically reflective review (up to 1500 words) to demonstrate how you have remained in good standing with regard to FHEA, in line with Advance HE’s Code of Practice for Fellows (<https://www.heacademy.ac.uk/system/files/downloads/Code_Of_Practice.pdf> )
* Outline in the mapping document for FHEA/SFHEA/PFHEA (Appendix 2A/B/C) where you have evidenced recent practice in line with the appropriate Descriptor of the UKPSF. (<https://www.heacademy.ac.uk/system/files/downloads/uk_professional_standards_framework.pdf>

**N.B. If you gained a PgCert in HE from another institution with no HEA Fellowship/D2 alignment, you should register with Ulster’s Enhance Scheme (**[**https://www.ulster.ac.uk/cherp/academic-development/professional-development-scheme**](https://www.ulster.ac.uk/cherp/academic-development/professional-development-scheme)**) in order to gain FHEA prior to applying for the MEd.**

In all the above cases you may be required to attend a short meeting to discuss your application for APEL/APCL.

If successful you will achieve APEL/APCL for 60 credits of learning against the MEd in Higher Education Practice.

For further guidance please email [MEd@ulster.ac.uk](mailto:MEd@ulster.ac.uk) or contact Dr Roisín Curran, MEd Course Director.

**APPENDIX 2A**

**Mapping of evidence with regard to UKPSF Descriptor 2 (FHEA)**

|  |  |
| --- | --- |
| **Descriptor statements (D2)** | **Identify where in your reflective piece you have met the descriptor statements for the category of HEA Fellowship you currently hold** |
| **D2.i** Successful engagement across all  five Areas of Activity |  |
| **D2.ii** Appropriate knowledge and  understanding across all aspects of  Core Knowledge |  |
| **D2.iii** A commitment to all the  Professional Values |  |
| **D2.iv** Successful engagement in  appropriate teaching practices  related to the Areas of Activity |  |
| **D2.v** Successful incorporation of subject  and pedagogic research and/  or scholarship within the above  activities, as part of an integrated  approach to academic practice |  |
| **D2.vi** Successful engagement in  continuing professional  development in relation to  teaching, learning, assessment  and, where appropriate, related  professional practices |  |

**APPENDIX 2B**

**Mapping of evidence with regard to UKPSF Descriptor 3 (SFHEA)**

|  |  |
| --- | --- |
| **Descriptor statements (D3)** | **Identify where in your reflective piece you have met the descriptor statements for the category of HEA Fellowship you currently hold** |
| **D3.i** Successful engagement across all  Five Areas of Activity |  |
| **D3.ii** Appropriate knowledge and  understanding across all aspects of  Core Knowledge |  |
| **D3.iii** A commitment to all the  Professional Values |  |
| **D3.iv** Successful engagement in  appropriate teaching practices  related to the Areas of Activity |  |
| **D3.v** Successful incorporation of subject  and pedagogic research and/  or scholarship within the above  activities, as part of an integrated  approach to academic practice |  |
| **D3.vi** Successful engagement in continuing  professional development in  relation to teaching, learning,  assessment, scholarship and, as  appropriate, related academic or  professional practices |  |
| **D3.vii** Successful co-ordination, support,  supervision, management and/  or mentoring of others (whether  individuals and/or teams) in relation  to teaching and learning |  |

**APPENDIX 2C**

**Mapping of evidence with regard to UKPSF Descriptor 4 (PFHEA)**

|  |  |
| --- | --- |
| **Descriptor statements (D4)** | **Identify where in your reflective piece you have met the descriptor statements for the category of HEA Fellowship you currently hold** |
| **D4.i** Active commitment to and  championing of all Dimensions of  the Framework, through work  with students and staff, and in  institutional developments |  |
| **D4.ii** Successful, strategic leadership  to enhance student learning, with  a particular, but not necessarily  exclusive, focus on enhancing  teaching quality in institutional, and/  or (inter)national settings |  |
| **D4.iii** Establishing effective organisational  policies and/or strategies for  supporting and promoting others  (e.g. through mentoring, coaching)  in delivering high quality teaching  and support for learning |  |
| **D4.iv** Championing, within institutional  and/or wider settings, an integrated  approach to academic practice  (incorporating, for example,  teaching, learning, research,  scholarship, administration etc.) |  |
| **D4.v** A sustained and successful  commitment to, and engagement  in, continuing professional  development related to academic,  institutional and/or other  professional practices |  |