

Postgraduate Certificate in University Learning and Teaching (PG Cert ULT)

Information for Line Managers

The PG Cert ULT is the first of a three-stage master's programme in education which is open to all Imperial staff who have a significant teaching load. This is an in-person, part-time course, designed to be practice-based and reflective, with the needs of Imperial staff in mind.

This information sheet is intended to address common questions the line manager of a staff member may have about their participation on the course.

What are the benefits of completing the PG Cert ULT?

The course provides a solid foundation in teaching and learning practice in higher education, and is practice-based. This means it is designed to support staff to improve their teaching and learning practice, with the benefits this brings for their students and departments.

The individual also gains a qualification which may be of use to them as their career develops and which offers them further opportunity to continue to study for a Diploma and MEd if they wish. There are many examples where those holding the PG Cert ULT have important, positive impact on their colleagues' teaching practice and their students' learning experiences.

What is the time commitment required?

The course represents 30 ECTS, or one-third of an Imperial Master's degree. As [1 ECTS credit is equivalent to 25 notional hours of student effort](#) (including classroom time, independent study, reading, assignment preparation...), it is estimated that the PG Cert ULT would require approximately 750 hours of engagement over a period of 40 weeks – the programme runs from September to June.

However, the programme is designed to be as flexible as possible. It has a relatively low number of contact hours, most of which are arranged in half-day teaching sessions. Participants can choose from a variety of elective modules, some of which run twice a year, and two options run online. Much of the work is centred on guided readings provided, and in preparing topic assignments. As such, much of the work for the PG Cert ULT can be done at different times to suit individual workload and other commitments.

How is the PG Cert ULT related to the STAR Framework?

The PG Cert ULT is a postgraduate qualification that is aligned to [Advance HE's Professional Standards Framework](#) and is part of Imperial's Advance HE-accredited provision, the [STAR Framework](#). Those taking the PG Cert ULT can choose to use the course as a taught pathway to apply for fellowship (FHEA).

It is not necessary to take the PG Cert ULT in order to gain FHEA, this can also be achieved through other pathways. For details, please see [Imperial STAR Framework](#).

Are there any costs involved?

The course is free of charge for those holding an Imperial contract and teaching Imperial students. They must be employed by Imperial for the full duration of the course.

What support can a Department offer to someone taking the PG Cert ULT?

Some flexibility to allow your staff member to attend taught sessions, complete teaching observations, engage in guided readings, and prepare assignments can be very helpful. All module assignments are formative, and submitted as drafts for tutor feedback at the end of each module. Summative assessment consists of a portfolio submitted in June, and assessed as pass/fail.

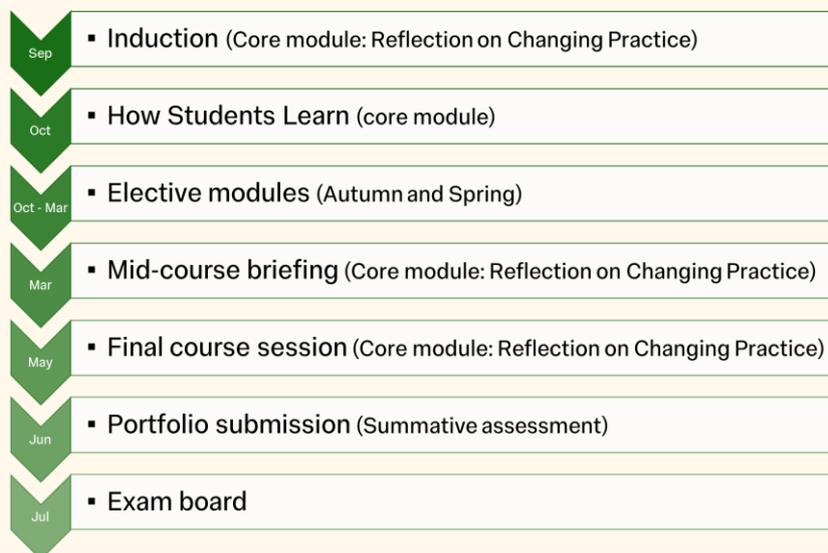
Full attendance at all taught sessions (including online), is expected. Students may find successful completion of the assignments very challenging if they do not attend the taught sessions. In-person sessions also aim to help the cohort develop a sense of belonging and encourage greater peer to peer support. If students are unable to attend taught sessions, it may be recommended that they postpone their entry onto the programme until they are able to commit to the time.

You will find a timescale for the programme below, highlighting the two core modules that all participants are required to attend:

- **How Students Learn (5 ECTS):** Two in-person taught sessions in October, and two assignments: a group poster (due in October) and an individual written assignment (due in November/December).
- **Reflection on Changing Practice (10 ECTS):** Touchpoint sessions along the programme, plus four teaching observations (scheduled by individual participants along the academic year), and two teaching statements (the first one due in October and the second, in June).

These two modules represent 15 ECTS, so participants will choose three elective modules (5 ECTS each) to complete the 30 ECTS required for the PG Cert ULT programme.

PG Cert ULT Timescale



Further Information

If you require further information about any aspect of the course, please contact the PG Cert ULT team at pgcertult@imperial.ac.uk