

Diploma in Adult Education 2010

Faculty of Arts & Social Sciences
Te Manga Pūtaiao-Toi

The Diploma in Adult Education is a part-time self-paced programme consisting of eight 15 credit courses. Five are compulsory courses and three are optional courses. Most students complete the programme over a period of four years.

The EIT Diploma in Adult Education enables graduates to:

- integrate current research and theory and own praxis into a personal philosophy of teaching
- demonstrate reflective self-awareness and an attitude of continuous improvement
- demonstrate excellence in teaching techniques
- create environments conducive to learning
- show commitment to the Treaty of Waitangi, implement a bi-cultural curriculum and respect for the cultural heritage of all New Zealanders
- confront social, political and historical construction of own practice
- perceive learning as socially and culturally constructed
- apply a range of methods and techniques to meet diverse learning needs
- design and implement a research project
- design and develop programmes of learning.

EIT Certificate in Adult Education

The programme also has an EIT certificate exit point. Students wishing to exit with an EIT Certificate in Adult Education are required to complete three specified compulsory courses.

National Certificate of Adult Education & Training (NCAET)

If you have already completed the NCAET, you may cross-credit the equivalent of three Level 5 courses into the Diploma in Adult Education.

Five of the Diploma courses incorporate unit standards required for the NCAET (students will be advised which courses to choose in order to complete the requirements of the NCAET as necessary).

National Diploma in Adult Education & Training (NDAET)

A number of unit standards required for the NDEAT are incorporated within the programme.

There are two entry points per year:

- February
- July

You are welcome to make an appointment to discuss your study options with our staff and to view our facilities.

If you have any questions please feel free to contact us.

Tania Pattison, School of Education & Social Sciences
Faculty of Arts & Social Sciences
Phone: (06) 974 8000, ext 5008
Email: taniap@eit.ac.nz



Te Whare Takiura o Kahungunu

FUTURE PATHWAYS/EMPLOYMENT OPPORTUNITIES

Graduates of the EIT Diploma in Adult Education who wish to study towards the Bachelor of Education (Adult Education) at Massey University will be awarded credit for eight courses of the degree.

After successful completion of the EIT Diploma in Adult Education, you will be better placed to apply for positions involving teaching adults in tertiary institutes, the private sector and other venues of adult education.

PROGRAMME SUMMARY

Qualification	EIT Diploma in Adult Education (incorporating the National Certificate in Adult Education & Training (Level 5)). Also available: EIT Certificate in Adult Education.
Programme Level	Level 6 (Courses from Level 5 to 7)
Length	Average completion time for part-time study is four years for the diploma, and one year for the certificate.
Study Options	Part-time, Blended face to face and online learning
Hours of Study / Class Times	All courses comprise one full-day workshop, three half-day workshops and four two-hour tutorials.
Fees	For information on fees please see page 8.
Total Number of Credits	120 Credits

PROGRAMME LENGTH

The Diploma in Adult Education commences in **mid-February 2010** and concludes in **late-November 2010**.

Timetables will be available on the EIT website www.eit.ac.nz from September/October, 2009. If you require a paper copy to be sent out to you please contact the secretary.

SEMESTER 1		SEMESTER 2	
PROGRAMME STARTS	Mid February	Classes Start	Mid July
Easter Holiday	Good Friday, 2 April Easter Monday, 5 April & Tuesday, 6 April	Mid-Semester Holidays (Term 3)	Monday, 27 September - Friday, 8 October
Mid-Semester Holidays (Term 1)	Monday, 5 April - Friday, 16 April	Term 4 starts	Monday, 11 October
Term 2 starts	Monday, 19 April	Hawke's Bay Anniversary Day	Friday, 22 October
Queen's Birthday	Monday, 7 June	Labour Day	Monday, 25 October
Semester 1 Ends (Term 2)	Friday, 25 June	PROGRAMME ENDS	Late November

STUDENT WORK COMMITMENTS

Duration	1 semester = 17 weeks (not including holidays)
Hours per week	Approx 10 hours per course
Total contact hours	Approx 27 face-to-face hours per course
Self directed learning hours	Approx 123 self-directed study hours per course
One credit generally equals	10 student learning hours. Learning hours include both classroom and out-of-class hours.

Workshops & Tutorials

Each course includes one full-day workshop, three half-day workshops and four tutorials of two hours duration.

On-Line Learning

This programme is available as a blended online programme on which students do a combination of face-to-face and online learning.

Practical Experience

All participants are required to apply their learning in a teaching situation.

Teaching Visits and Observations

Some of the assessments include observation by the programme tutor of students' teaching practice in their own teaching contexts. To build on the experiential component of this programme, participants may also visit other participants' teaching environments.

Self Directed Learning

For each course, participants will be expected to complete approximately seven-eight hours per week of self directed study, for the duration of the programme.

This programme of study includes holiday or study breaks during which there are no scheduled classes. These breaks usually align with school holidays, but this may not always be the case. Students may find it necessary to spend time during non-teaching weeks working on assignments and other study-related tasks set during the teaching weeks.

ENTRY REQUIREMENTS

A personal interview may be part of the application process.

Entry is open, however, students:

- must demonstrate competence in English language
- and
- will ideally be currently teaching adults (including part-time and irregular) in a paid or voluntary situation.

If you are not currently in a teaching situation, you may nevertheless be able to organise some opportunity to do some teaching in order to complete the requirements of the programme. Please contact Tania Pattison on (06) 974 8000, ext 5008, email: taniap@eit.ac.nz or make an appointment to discuss with Deb Stewart, the Programme Co-ordinator, ext 5239, email: dstewart@eit.ac.nz.

English Language Entry Requirement

Students are required to have attained an acceptable level of English language fluency. This may be demonstrated in a variety of ways, including successful study in English, approved scores on TOEFL with a score of approx. 220 or IELTS (6.0 Academic) tests, completion of accepted international equivalents, or completion of an EIT Hawke's Bay assessment.

Entry with Credit

If you think that you already have the knowledge and skills that are taught in one of the courses of your chosen programme, you may want to apply for Cross Credit or Recognition of Prior Learning.

Cross Credit/ RPL

Cross Credit is based on the equivalency of courses or qualifications. You would apply for cross credit if you have passed a very similar course at the same level.

Recognition of Prior Learning is based on the assessment of your current knowledge and skills. You would apply for RPL if you had gained the relevant knowledge and skills through life experiences and informal learning situations.

RPL and cross credit cannot be awarded for a course if you are enrolled in that course. **You must apply prior to enrolment.**

Enquiries about RPL and cross credit can be directed to Trent Mabbett, phone (06) 974 8000, ext 5004.

There is provision for RPL and cross credit. Students may be awarded RPL or credit for up to 4 courses (50%) of the Diploma of Adult Education. Students who wish to exit with the Certificate in Adult Education must have enrolled and completed at least one course of the Certificate.

Credit for AE7.08 Adult Education Research Project may be awarded to students who have completed a research paper (Level 7 or above, 15 credits or more) or thesis in the field of education.

ACADEMIC STAFF

Our lecturers are highly trained professionals with particular areas of expertise in adult education principles and practice. Staff also maintain contacts with other professionals through organisations such as Higher Education Research & Development Society of Australasia (HERDSA) and Ako Aotearoa. We value our partnership with students and aim to provide quality education in a supportive environment, encouraging personal growth and professional development.

Deb Stewart, Programme Co-ordinator, brings to this role a wealth of experience with Adult Education in both community and institutional environments. She is passionate about creating meaningful opportunities for professional development for teachers and enhancing excellence in learning across the institution. In 2010 she will be undertaking post-graduate study in Adult Education at Massey University.

PRACTICUM / HANDS-ON EXPERIENCE / WORK EXPERIENCE / INDUSTRY-BASED LEARNING

The content of each course includes a range of activities and tasks. Students will be observed in their own teaching context as well as experiencing hands-on application of theory during class workshops and tutorials.

PROGRAMME INFORMATION

To complete the **EIT Diploma in Adult Education** students will need to successfully complete five core courses and three optional courses (see below).

For students enrolled in the diploma prior to 2007, the diploma consists of five core and three elective courses. One of the elective courses must be an optional course from the current Diploma in Adult Education programme. For the remaining two elective courses students may choose from:

- optional courses from the Diploma in Adult Education programme
- courses from a degree programme (either EIT or another provider).

At least one of these two elective courses must be relevant to adult education.

To complete the **EIT Certificate in Adult Education** students will need to successfully complete the following courses:

AE5.01 Theories of Teaching & Learning
AE5.02 Teaching Practice
AE5.03 Assessment and Evaluation

To complete the **National Certificate in Adult Education & Training (Level 5)** students will need to complete the following courses and embedded unit standards shown below:

AE5.01 Theories of Teaching and Learning & unit standard 7102
AE5.02 Teaching Practice & unit standards 7096, 7097, 7105, 7091 and 7093
AE5.03 Assessment and Evaluation & unit standards 11552 and 20469
AE6.07 Programme Design and Development & unit standard 7094
AE6.11 Open and Flexible Learning & unit standard 10476.

If you wish to complete **unit standards towards the National Diploma in Adult Education & Training**, students are able to enrol in the following courses and embedded unit standards shown below:

AE5.02 Teaching Practice & unit standard 7114
AE5.03 Assessment and Evaluation and unit standard 11551.
AE6.11 Open and Flexible Learning & unit standards 10473 and 10474

“Pre-requisites” are courses that you need to complete **BEFORE** you can progress to the course that has the pre-requisite course as an entry requirement.

The programme consists of the following courses. All courses are 15 Credits:

Course No.	Brief Description	Level	Core/ Option	Sem-ester
AE5.01	<u>Theories of Teaching & Learning</u> Students will explore the key principles of adult teaching and learning theories and establish a theoretical base for their own teaching practice. Incorporates: Unit Standard 7102	5	C	1
AE5.02	<u>Teaching Practice</u> Students will identify challenges in their teaching practice and develop effective skills and methods to meet a diverse range of learner needs. Incorporates: Unit Standards 7091, 7093, 7096, 7097, 7105, 7114	5	C	1
AE5.03	<u>Assessment & Evaluation</u> Students will explore the core principles of assessment, course evaluation and moderation, design assessment activities for moderation and design a course evaluation tool for use in own teaching context. Incorporates: Unit Standards 11551, 11552 & 20469	5	C	2
AE6.02	<u>Teachers as Leaders</u> Students will analyse a range of leadership styles and models, exploring dimensions of power, interpersonal communication and pedagogic implications of the leadership concept in the teaching and learning environment.	6	O	1
AE6.05	<u>Introduction to Research Methods</u> Explore a range of social science research methods. Identify research problems and ethical requirements of research; consider research perspectives and research design in general.	5	O	1 & 2
AE6.07	<u>Programme Design and Development</u> Students will design a new programme or course, or revise an existing programme or course. The design will be developed having explored the meanings and usage of terms associated with programme and course design, and factors which influence programme and course design in adult education. Incorporates: Unit Standard 7094	6	O	2
AE7.05	<u>Advanced Teaching: Principles & Practice</u> Pre-req: 5.01, 5.02 & 5.03 Students will build on existing and develop knowledge and skills of teaching practice in the adult education context, exploring a variety of methods and strategies for use in their own teaching context, evaluating the applicability of methods chosen via engagement in critical reflection.	7	C	2
AE7.08	<u>Adult Education Research Project</u> Pre-req: 6.05 Complete a research project focusing on an area of adult education and relevance to own teaching context.	7	O	2
The following courses are not offered in 2010				
AE6.06	<u>Group & Interpersonal Skills</u> This course enables students to apply interpersonal communication theory and skills in a variety of communication situations in the adult teaching context. Specific skills include active listening, group work and application of group dynamics theory.	6	O	
AE6.09	<u>Teaching Young Adults</u> Students will examine theories of young adults' stages of development and reflect on the beliefs and attitudes about the learning of young adults, evaluating a range of management and learning strategies to use in own teaching context.	6	O	
AE6.11	<u>Open & Flexible Learning</u> Students will explore the features of open and flexible learning and design materials that optimise open and flexible learning approaches. Incorporates: Unit Standards 10473, 10474 and 10476.	6	O	
AE7.04	<u>Integrating Teaching Theory & Practice</u> Pre-req: 5.01, 5.02 & 5.03 Students will critically explore the links between theory and practice within the adult education context, and be encouraged to formulate their own personal theory consistent with their beliefs about effective, professional teaching practice.	7	C	

ADULT EDUCATION OVERVIEW

See previous page for courses on offer in 2010.

EIT Diploma in Adult Education	National Certificate in Adult Education & Training (Level 5)	EIT Certificate in Adult Education	Courses incorporating the National Diploma in Adult Education & Training
AE5.01 Core: Theories of Teaching & Learning	AE5.01 Core: Theories of Teaching & Learning and unit std 7102	AE5.01 Core: Theories of Teaching & Learning	
AE5.02 Core: Teaching Practice	AE5.02 Core: Teaching Practice and unit stds 7091, 7093, 7096, 7097, 7105	AE5.02 Core: Teaching Practice	AE5.02 Core: Teaching Practice and unit std 7114
AE5.03 Core: Assessment & Evaluation	AE5.03 Core: Assessment & Evaluation and unit stds 11552, 20469	AE5.03 Core: Assessment & Evaluation	AE5.03 Core: Assessment & Evaluation and unit std 11551
AE6.02 Option: Teachers as Leaders			
AE6.05 Option: Introduction to Research Methods			
AE6.06 Option: Group & Interpersonal Skills			
AE 6.07 Option: Programme Design & Development	AE 6.07 Option: Programme Design & Development and unit std 7094		
AE6.09 Option: Teaching Young Adults			
AE6.11 Option: Open & Flexible Learning	AE6.11 Core: Open & Flexible Learning and unit std 10476		AE6.11 Core: Open & Flexible Learning and unit stds 10473, 10474
AE7.04* Core: Integrating Teaching Theory & Practice			
AE7.05* Core: Advanced Teaching Principles & Practice			
AE7.08 Option: Adult Education Research Project			
Students must complete the 5 core courses and 3 options. * AE5.01, 5.02, 5.03 are pre-req to these courses. AE6.05 is pre-req to AE7.08	Students must complete the 4 core courses above, option AE 6.07 and the stated unit standards. Equates to approx 68 unit standard credits.	Students can exit with the EIT Certificate after completing the above courses.	Students can enrol in these courses and unit stds and will EARN CREDITS towards the National Diploma.

DEGREE ELECTIVES

A list of degree electives from other degree programmes as elective courses is available. Please call the EIT Infoline on (06) 974 8918 or 0800 CALL EIT (22 55 348).

ASSESSMENTS

A competency-based system of assessment will be used.

TRANSFERS /CROSS CREDITS

This programme of study leads to the award of qualifications that have been approved by the New Zealand Qualifications Authority. These qualifications may be delivered at a number of other tertiary institutes around New Zealand. If you were to transfer to one of those other institutes you may be granted academic credit for some of the papers completed but this is at the discretion of the other institute.

Please note: Fees are not transferable between institutes.

ACCREDITATION

The Eastern Institute of Technology (EIT Hawke's Bay) is an accredited tertiary education provider under the provisions of the Education Act 1989.

FEES/COSTS

Please note:

- The following provides a guide only and is based on 2009 fees information.
- All costs quoted include GST.
- These fees apply to NZ Citizens and NZ Permanent Residents only.

Programme/Course Fees:	\$ 470.20 per course
	<i>plus</i> NZQA unit standard fees that you enrol in listed below (if applicable).
	AE5.01 \$9.30
	AE5.02 \$65.10
	AE5.03 \$25.00
	AE6.11 \$54.30
AE6.07 \$13.95	
If you are not enrolling in a unit standard, you only pay the course fee.	
See separate section following for International fees.	

ADDITIONAL COSTS

\$40 Approximately	Stationery
Upon completion of degree and diploma studies, academic attire required for the Graduation ceremony can be hired at the student's expense.	

EIT Hawke's Bay expects student fees to be paid at least one week prior to the start of the programme.

Student Loans and Allowances

Financial assistance for full-time and some part-time students is available through the Student Loan scheme. Some students may also be eligible for Student Allowances. Student Loans and Allowances are administered by StudyLink, a service provided by the Ministry of Social Development. For more information and for application forms, please contact:

STUDYLINK on 0800 88 99 00 or online at www.studylink.govt.nz

Training Incentive Allowances

Students who have applied to the Department of Work and Income New Zealand for a Training Incentive Allowance must ensure fees are paid prior to the programme start date or we ask that a confirmation of fees letter be handed to the Enrolment Officers.

Scholarships and Grants

You may be eligible to apply for a wide variety of different funding options. Many scholarships or grants are available to new and returning EIT Hawke's Bay students. Each scholarship or grant lists different criteria, such as gender, age or previous experience. To find out more about what is available for you, please call the EIT Infoline on 0800 22 55 348 or visit our website www.eit.ac.nz.

APPLICATION PROCESS

Successful applicants will receive a letter of acceptance from the appropriate Faculty and will be asked to confirm their place on the programme. Please contact the Registry Manager on (06) 974 8000, ext 6026 if you wish to discuss enrolment fee payment arrangements.

Please refer to the chart over the page.

INTERNATIONAL STUDENTS

If you do not have permanent residency in New Zealand, there is a different application form, application process and a different fee structure applies. Please contact the International Section on telephone +64 6 974 8902 for the correct application form and for further information regarding fees.

Note: International students are not eligible to apply for StudyLink Student Loans and Allowances (see below).

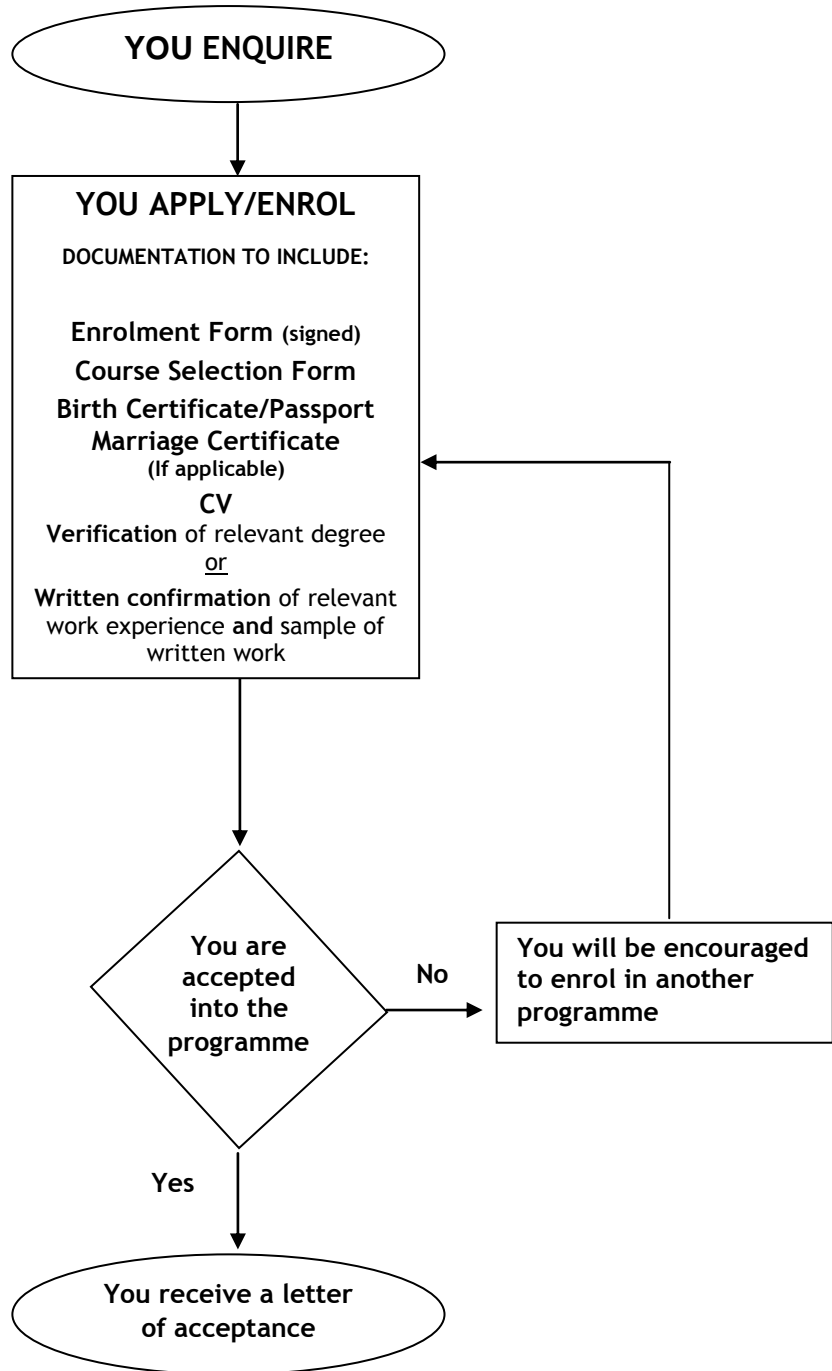
DISCLAIMER

Information contained in this publication is correct at the time of printing, but may be subject to change. While all reasonable efforts will be made to ensure listed programmes/courses are offered and regulations are current, the Institute reserves the right to change content or method of delivery, to withdraw any programme or course of study, or to impose limitations on enrolment, should circumstances require this.

Some programmes/courses mentioned in EIT publications are offered subject to final approval and accreditation or to sufficient enrolments being received.

For the latest information visit our website at www.eit.ac.nz

ENROLMENT PROCESS FLOWCHART





Te Whare Takiura o Kahungunu

FACULTY OF ARTS & SOCIAL SCIENCES
Te Manga Pūtaiao-Toi

2010 EIT DIPLOMA IN ADULT EDUCATION COURSE SELECTION FORM (return with enrolment form)

Full Name: _____

Signed: _____

For enrolment in the EIT certificate and/or diploma **courses only**.

COURSE NUMBER	COURSE NAME	SEMESTER	SELECT ✓	COST
AE5.01	Theories of Teaching & Learning	1		\$470.20
AE5.02	Teaching Practice	1		\$470.20
AE5.03	Assessment & Evaluation	2		\$470.20
AE6.05	Introduction to Research Methods	1		\$470.20
AE6.05	Introduction to Research Methods	2		\$470.20
AE6.02	Teachers as Leaders	1		\$470.20
AE6.07	Programme Design & Development	2		\$470.20
AE7.05	Advanced Teaching Principles & Practice	2		\$470.20
AE7.08	Adult Education Research Project	2		\$470.20

For enrolment in unit standards to earn credit towards the National Certificate or National Diploma in Adult Education please the following page.



Te Whare Takiura o Kahungunu

FACULTY OF ARTS & SOCIAL SCIENCES
Te Manga Pūtaiao-Toi

2010 EIT DIPLOMA IN ADULT EDUCATION COURSE AND UNIT STANDARD SELECTION FORM

(return with enrolment form)

Full Name: _____

Signed: _____

ONLY complete if you specifically want to complete Unit Standards (u/s) towards the National Certificate in Adult Education & Training (NCAET) or the National Diploma in Adult Education and Training (NDAET).

You must enrol in the whole course if you wish to complete any unit standard.

COURSE NUMBER	COURSE NAME	SEMESTER	SELECT	COST
AE5.01	Theories of Teaching & Learning			
	(INCLUDING u/s 7102)	1	<input type="checkbox"/>	\$479.50
AE5.02	Teaching Practice			
	(INCLUDING u/s 7093, 7096, 7097, 7105)	1	<input type="checkbox"/>	\$535.30
	(INCLUDING u/s 7114) Diploma only u/s	1	<input type="checkbox"/>	\$482.60
AE5.03	Assessment & Evaluation			
	(INCLUDING u/s 11552, 20469)	2	<input type="checkbox"/>	\$495.00
	(INCLUDING u/s 11551) Diploma only u/s	2	<input type="checkbox"/>	\$479.50
AE6.07	Programme Design & Development			
	(INCLUDING u/s 7094)	1	<input type="checkbox"/>	\$484.15