

Notes for applicants

What is the Institute of Education Foundation Degree and whom is it for?

Foundation Degree courses have been developed to provide work-related learning at university level. The Institute of Education Foundation Degree has been designed especially to meet the needs of practitioners working with children aged between birth and 19 years.

The Foundation Degree programme is intended to broaden and deepen your understanding of your professional role and that of the broader context of services and support for children. The course will give you opportunities to reflect on your own practice. It will also help you to develop your ideas about wider issues related to the care and support which children need to develop and learn. Many of the issues which you will be discussing during the course will be directly related to your work. Topics will include: supporting children and families with additional needs; understanding how children grow and develop; and effective learning in diversity. You will also have an opportunity to select option modules which are relevant to your work or your chosen career direction. Because you are working in the field, you will already be familiar with many of these issues, and the course will give you an opportunity to use what you already know to gain a higher education qualification. After successfully completing the Foundation Degree, you can consider joining a Bachelor's degree programme (see separate sheet).

The Institute of Education is an exciting place to study. Staff at the Institute are working on a wide range of projects including: children's friendships; family and cultural values; learning with computer games, art or music; life chances for looked-after children; international media clubs for young people; and communication needs with very young children. As a student on the Foundation Degree programme, you will have the opportunity to find out about new developments in these and other areas.

How long will the course last?

The course normally takes two years to complete. You will attend classes at the Institute for the whole of one day each week during term time. However, the course is classified as full-time because, although you will usually attend the Institute for only one day per week, the time you spend at work will also form part of your degree studies, and each week you will have set tasks to carry out in your workplace.

How is the course structured?

You take three core modules and two option modules in each year of the course. Each module has a credit rating linked to the length of the module. Five-week modules are worth 20 credits and ten-week modules are worth 40. In each year, the total number of credit points achieved will amount to 120 points, so 240 points will be acquired over the two years of study. These credits are recognised nationally.

First-year modules

Understanding professional and academic texts <i>Core module (Five weeks – 20 credits)</i>	
The growing child: Aspects of child development <i>Core module (Five weeks – 20 credits)</i>	
Understanding children's mathematical learning <i>Optional module (Five weeks – 20 credits)</i>	The history of the welfare state <i>Optional module (Five weeks – 20 credits)</i>
Bringing up children: Parents, care workers and the state <i>Optional module (Five weeks – 20 credits)</i>	The development of literacy <i>Optional module (Five weeks – 20 credits)</i>
Promoting the education and well-being of children and families with additional needs <i>Core module (Ten weeks – 40 credits)</i>	

Second-year modules

Integrated children's services and inter-professional working <i>Core module (Five weeks – 20 credits)</i>	
Effective learning in diversity <i>Optional module (Five weeks – 20 credits)</i>	Participation and rights for children and young people <i>Optional module (Five weeks – 20 credits)</i>
Childhood studies <i>Core module (Ten weeks – 40 credits)</i>	
Curriculum development: Monitoring, evaluation and assessment <i>Optional module (Five weeks – 20 credits)</i>	Creative development through art, craft and design <i>Optional module (Five weeks – 20 credits)</i>
Critically reflecting on personal and professional practice <i>Core module (Ten weeks – 40 credits)</i>	

Please note: The option modules offered and the order in which they are delivered may vary from year to year.

What support will be offered?

The course is designed to meet the needs of adult learners who may be returning to study after a break. Your learning will be supported through:

- teaching sessions at the Institute of Education;
- a module in study skills and academic writing at the start of the course;
- additional academic literacy support;
- work-based tasks specially designed to make use of your current experience; and
- handbooks containing all of the essential reading for each module.

Within the Institute, it is normally expected that written work will be word processed, so you will need to have access to a computer during the course. There are computers available for your use in the library if you do not have your own. We are also able to offer IT skills workshops, if required.

We understand that the needs of individual students will be different. The course tutor will be available for you to consult on all aspects of your study and we will make every effort to be flexible and supportive to enable you to complete the course successfully.

How much time will I need to spend studying each week?

As stated earlier, the Foundation Degree counts as a full-time course. In addition to the one day a week which you will spend at the Institute, you will be expected to work independently throughout the week. Your independent study will include:

- work-based tasks relating to the topic which you are studying each week;
- preparatory reading for each week's classes; and
- completing written assignments.

The work-based tasks can be carried out at your workplace, but they will usually need to be written up in your own time. We would expect that the total time required for preparatory reading and written assignments will be a minimum of 7 to 10 hours per week, but the precise time which you spend on independent study is likely to vary from week to week.

How will the course be assessed?

There are no written examinations on the Foundation Degree. All assessment will be through assignments related to each module. Most of these will be written assignments but some modules may involve oral presentations. There will be some flexibility in the requirements for assessment from module to module.

How much will the course cost?

Tuition fees are paid annually, and in the academic year 2012/13 are expected to be approximately £7,500 per year for UK and EU students. Tuition fee support and help with living expenses is available for eligible students on a means-tested basis through Student Finance England. Please see the enclosed financial sheet for more details.

What level of qualifications do I need to begin the course?

You will normally be expected to have been involved in working with children for at least two years and should be currently working in a relevant setting. You will also normally be expected to have a good standard of education, equivalent to NVQ Level 3 or A-Level.

However, we look at all applications very carefully in order to ensure that we offer places to any applicant whom we judge would be able to complete the course, even if they do not have the usual qualifications or experience.

Students with disabilities

The Institute of Education supports applications from students with disabilities and supports students with disabilities when they are enrolled. Students should always let the course leader or the Disabilities Coordinator know if they have a disability. There are various opportunities for doing this, such as on the application form, during the induction day or contacting the Student Support Centre or the course leader at any time before or after enrolment. The earlier that you talk to the course leader about this, the sooner arrangements can be put in place. It is always useful to let us know as there may be support available which you are not aware of. We will discuss with you whether you would like us to pass on any information about your disabilities, although it may be useful to inform staff members who will be working with you in order to ensure that you get the appropriate support.

If you would like further information about this, please go to the IOE website at www.ioe.ac.uk/studentInformation/70.html or phone 020 7612 6641.

What do I need to do to enrol for the course?

You will need to speak to your employer or manager before applying for the course. There is a separate information sheet available for employers, and you should give this to your employer or manager. There is also a separate form for your employer or manager to sign saying that they think that you will be able to complete the course and that they agree to support you to enable you to complete the work-based study tasks which are an essential component of the course.

Then you need to complete the application form and equal opportunities monitoring form. Please return these forms to:

Registry (Foundation Degree)
Institute of Education
20 Bedford Way
London WC1H 0AL

The application form and equal opportunities monitoring form are also available from the Institute's website at www.ioe.ac.uk/studentInformation/35230.html.

What will happen after I have sent in my application?

If you have the necessary experience and qualifications, we will offer you a place subject to availability. In some cases, if your experience and qualifications differ from those which we normally expect, we may ask you to come for an informal interview with the Foundation Degree Programme Leader.

Further information

We have that these notes will have answered most of your questions. However, if you would like to speak to a member of staff at the Institute, please contact us:

Dr Sue Walters
Foundation Degree Programme Leader
Telephone: 020 7331 5116
E-mail: s.walters@ioe.ac.uk

Mr Jonathan Howard
Foundation Degree Programme Administrator
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