

Curriculum and Instructional Leadership Certificate (CILC)



DEPARTMENT OF EDUCATION

School of Social Sciences and Humanities.

University of Management and Technology, Lahore

Introduction of the Certificate

Curriculum and Instructional Leadership Certificate will provide participants with the tools to plan, develop, implement and lead educational programs that meet the diverse learning needs of students. This course is not only design to meet the needs of working educators but also for those students who have an interest in expanding their teaching or supervision skills. Participant will learn to develop innovative curricula and also explore supervisory and instructional practices, including assessment, evaluation, and mentoring. The program focuses on curriculum, supervision, instruction and data analysis.

Objectives of the Certificate

After successful completion of the certificate, the participants will be able to:

1. Design a structured course syllabus, including defining the course goal and learning objectives, developing learning assessments and a grading strategy, preparing a course outline and other policies for the course.
2. Design an evaluation rubric for evaluating quality of student responses to an assessment.
3. Build skills in communications, problem-solving, reflection, and program planning.

Eligibility for Admission

CGPA 2.00 or 50% marks in BA/BSc/Master/BS degree from any HEC recognized university.

Instructional Strategies

The instructional strategies will include constructivist teaching approach, individual and group assignments and presentations, reading boot camp, writing boot camp, jury/panel reviews, discussion forums, online-quiz etc.

Assessment Mechanism

Performance of participants will be based on attendance, participation, and the assessment of learning activities, individual and group assignments, professional behavior, and interpersonal attributes organized into four categories:

1. Skills: reading boot camp, writing boot camp, reviews and critiques, writing assignments, and oral communication.
2. Knowledge: assessment of proficiency in material that was delivered, e.g., syllabus development, lesson planning, active learning, academic integrity.
3. Professional Behavior: attendance, punctuality, participation, quality of effort, honesty.

- Interpersonal Attributes: ability to work with others, dependability, leadership, motivation, and evidence of professionalism, e.g., in terms of attitude towards learning, teaching, and quality standards.

Award of Certificate

The award of certificate to the students will be subject to:

- Submission of allocated assignment
- 80% attendance in course
- The general rubric for performance for skills and knowledge follows a spectrum of proficiency:

Exemplary (90-100% Marks)	Proficient (80-90% Marks)	Satisfactory (60-80% Marks)
Exceeds all expectations. Significant value added above and beyond competency.	Meets or exceeds most of the expectations. Value added beyond demonstrating basic competency.	Somewhat meets the expectations for basic competency.

Schedule: Twice a week class.

Class: 8 hrs. /week (2 sessions of 4 hrs. each in 2 days)

Duration: 6 weeks and 48 credit hours

Fee:

- UMT Faculty and Participants: 6000/- PKR
- Other university Students: 8000/- PKR
- Professionals: 10,000/- PKR

SCHEME OF STUDIES

Course Codes	Courses	Contact Hours
CILC101	Curriculum Design and Policies	8
CILC102	Curriculum Development in Global Perspective	8
CILC103	Teaching & Learning Analytics	8
CILC104	Instructional Classroom Management	8
CILC105	Innovative Instructional Leadership	8
CILC106	Assessment Design	8
Total		48

Contact Details

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