

Certificate in Educational Leadership and Management (CELM)



DEPARTMENT OF EDUCATION
School of Social Sciences and Humanities.
University of Management and Technology, Lahore

Introduction of the Certificate

This certificate course offers a broad perspective to view various leadership theories and practices especially to the novice school leaders and the ones willing to join educational leadership as profession. The course introduces participants to leadership theories as well as national and international educational leadership practices. Participants will connect the theories and ideas with their own experiences. Teaching-Learning interaction will broaden their knowledge, and enhance their leadership capabilities. The course also provides an opportunity for participants to develop specialized research skills as a foundation for further professional investigation in the substantive area of educational leadership.

Objectives of the Certificate

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

1. Apply various leadership theories in their context
2. Lead their educational institute in better way
3. Observe classroom teaching
4. Manage assessment activities in the institute
5. Manage human resources effectively

Eligibility for Admission

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

Merit Formula/Criteria:

BA/BSc/MA/MSc/ BS(Hons.) (Total attained marks): 60%

Interview: 40%

Instructional Strategies

The instructional strategies will include lectures and demonstration by the teachers, individual and group assignments and presentations, group and whole class discussion, class activities on development of portfolio, hand-on-activities, quiz etc. and online international lectures. The resource person is expected to use student-centered teaching-learning techniques to the maximum possible extent according to the nature of the course.

Assessment Mechanism

UMT rules employed at master/BS levels will be followed for students' assessment and examination: quiz, written assignments, presentations, field project, final assessment etc.

Award of Certificate

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

- A) Securing minimum 2 CGPA or 60% marks as per rules of UMT
- B) Submission of allocated assignment
- C) 80% attendance in course

Schedule: twice a week class. On Saturday and/or Sunday.

Class: 5 hrs /week (2 sessions of 2.5 hrs each in one day or in 2 days)

Duration: 6 weeks

Contact Hours: 30

Fee

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

SCHEME OF STUDIES

Course Codes	Courses	Contact Hours
CELM 101	Leadership Theories and Practices: past to present	5
CELM 102	Supervising and observing Teaching and Learning	5
CELM 103	Managing Resources in Educational Institutes	5
CELM 104	Managing Quality in Education	5
CELM 105	Educational Planning & Financing	5
CELM 106	Educational Assessment and Evaluation	5
Total		30

Contact Details

Prof Dr Mumtaz Akhter Dean SSSH Phone: +92 42 111300 200 Fax: +92 42 5184789 Email: ssh.dean@umt.edu.pk	Prof. Dr Rizwan Akram Rana Chairperson Department of Education UAN: +92 42 111 300 200. Tel: +92 42 35212801-10 (ext: 3542) rizwan.akram@umt.edu.pk	Dr Irfan Bashir Programme Head BS Education +92 42 35212801-10 (ext: 3532) irfanbashir@umt.edu.pk
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