



## Postgraduate Certificate in Teaching and Learning in Higher Education: Supporting Documents

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### References

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References are sought based on information provided on the application form

Applicants are required to provide the details of two referees who can provide academic or professional references. Please provide e-mail addresses for referees who will be required to submit references online. Applicants must ensure that referees are willing to provide a reference before the application is completed.

If referees do not have e-mail addresses, please contact PG Admissions [pgadmissions@ice.cam.ac.uk](mailto:pgadmissions@ice.cam.ac.uk) for further assistance.

### Certificates and Transcripts

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Evidence will be required to be uploaded to the application form

A certificate is evidence of the award confirmed on completion of a programme of study.

A transcript is a list of all the courses undertaken during a programme of study detailing the results and credit value if applicable.

Please provide a transcript or degree certificate for each degree-level programme studied, showing the date the degree was awarded and the final class or grade obtained.

The certificates/transcripts should be uploaded to the application form. Please note that we may also ask you to send the originals via post if we make you an offer of admission and supplying these may be a condition of your offer.

If the documents are not in English, please upload a full translation of each document prepared by a registered translator.

### Letter of Support from Employer

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Evidence will be required to be uploaded to the application form

Applicants are required to provide a letter of support from their employer to accommodate course attendance and private study time.