

## **PG Cert in Research and Innovation Leadership (Apprenticeship)**

### **FAQs**

#### ***General course questions***

1. *What is the deadline for submitting applications?*
  - a. Applications for both PG Cert and apprenticeship routes are due on 1 June 2021.
2. *On the days that the course is delivered, is it a full day of instruction?*
  - a. In some cases, a full day of instruction will be delivered, but sometimes only morning or afternoon attendance will be required. Teaching days may be online or in person. Further details will be released to course participants in the module guides.
3. *What will be the size of class?*
  - a. This is entirely dependent on the number and quality of applications. We hope to have a cohort of 10-30. Teaching will be delivered through a mix of full-cohort and smaller group activities and sessions.
4. *Will you be running this programme each academic year, or will you have further start dates in the future?*
  - a. It is our intention to run this programme each academic year.
5. *How specific is the course for a career at a UK academic institution versus an academic career outside of the UK?*
  - a. Because some elements of the course will need to adhere to the Academic Professional Apprenticeship Standard, there will be an emphasis on the UK higher education research environment. However, because of the international nature of research, we will ensure that participants are also prepared to apply what they have learned in the UK context to other countries, in academia and in other sectors.
6. *Can the 60 credits be used towards a full MSt?*
  - a. At present, there is no mechanism for upgrading this accreditation to a full MSt. You may be able to transfer the credits to another UK University offering a suitable Masters programme. The decision whether to accept the credits would rest with the receiving institution.
7. *For those of us who have already completed short leadership courses (such as the Emerging Research Leaders Development Programme (ERLDP)) - are there elements of the delivered content that are the same?*
  - a. The PG Cert is a longer and more in-depth programme including considerably more time to go into detail and apply to your current contexts. The new PG Cert programme could be a useful programme to progress onto for those who want to develop their leadership further from ERLDP and gain a recognised qualification.
8. *Would you say this course also has relevance for Postdocs working in a different context - say a museum rather than a faculty department?*
  - a. We have designed this course to be relevant to anyone working in a research context, whether that be in a "conventional" higher education setting, in industry or in other sectors, such as the heritage sector. We believe that the opportunity to interact with individuals from different research settings will enrich the overall experience of participants on the course.
9. *Could this be helpful for someone wishing to pursue a career in higher education teaching/lecturing (not necessarily running their own research group)?*
  - a. The focus of this course is primarily on research. A similar course is under development at ICE based on the Academic Professional Apprenticeship (Teaching) Standard. You may also wish to consider some of the [teaching programmes](#) and [teaching accreditations](#) offered through the Cambridge Centre for Teaching and Learning.
10. *Would this programme be suitable for an experienced researcher / group leader without a doctoral qualification as a first step towards pursuing a higher degree research qualification?*
  - a. We would recommend this course for any researcher who wishes to develop their skills and knowledge in the areas that are relevant to professionals in the research sector, such as those who wish to deepen their understanding of the UK research landscape, who want to learn about alternative approaches to planning research and who want to develop their leadership skills. The course content would be useful for planning and executing doctoral research.

## **Apprenticeship vs PGCert**

11. *Could you please explain the difference between Apprenticeship and Postgraduate Certificate?*

- a. Certain individuals may be eligible to apply to train on the programme as apprentices, which enables tuition to be covered by the employer through the Apprenticeship Levy. Taken as a standalone course, tuition for the PGCert costs £6k (see also “Tuition costs”).
- b. Both individuals enrolled via the Apprenticeship and PGCert routes will follow the training curriculum developed for the Postgraduate Certificate (see the [course guide](#) for details). Those enrolled as apprentices will also need to (see [Employer Handbook](#) for further details):
  - i. Provide evidence of 20% off-the-job training
  - ii. Attend regular tripartite meetings with their professional and academic mentors
  - iii. Following completion of the PGCert, undergo a three-part End Point Assessment, demonstrating development of the knowledge, skills, values and behaviours identified in the Academic Professional Apprenticeship (Research) Standard

### **Tuition costs**

12. *What is the cost of the PGCert and apprenticeship (if different)?*

- a. The cost to enrol via the PGCert as a standalone course is £6,000 (with no discount). University of Cambridge staff members may apply a discount of 25%.
- b. The apprenticeship will be no cost to the apprentice, as the costs are covered by the employer via the employer’s apprenticeship levy.

### **Enrolment requirements**

13. *I have a question about language requirement: I am not a native English speaker, and I do not have any of the certificates required. However, I completed my PhD in an English University, then worked as research assistant and postdoc at the different English Universities; I have publications in international journals. Would my track record of English dissertation, publications, work, be enough to satisfy the language requirements, or is it impossible to apply unless in possession of the specific certificates?*

- a. Details of the general English language requirements for postgraduate study can be found on the [ICE website and the central University postgraduate admissions pages](#). For this [course](#) the specific requirements are:
  - i. IELTS Academic: Overall score of 7.5 (a minimum of 7.0 in each individual component)
  - ii. TOEFL Internet: Overall score of 110 (a minimum of 25 in each individual component)
  - iii. Cambridge English: C2 Proficiency: Grade A, B, or C (with at least 200 in each individual element)
  - iv. Cambridge English: C1 Advanced: Grade A or B (with at least 193 in each individual element), plus a Language Centre assessment
- b. In some instances recent prior postgraduate study at a UK University may provide appropriate evidence of English language competence. The ICE admissions team will assess this when you apply.

14. *I have a doctoral degree from the UK university recently, do I still need a language certification such as IELTS?*

- a. In some instances recent prior postgraduate study at a UK University may provide appropriate evidence of English language competence. The ICE admissions team will assess this when you apply.

15. *If your IELTS results are available after 31/05/2021, can a student apply in any case?*

- a. Yes, if you were given an offer this would be conditional on meeting the English language requirements.

16. *I am currently a Research Fellow at UCAM but soon I am moving to another University in Switzerland with an individual fellowship. Am I still eligible to apply?*

- a. The PGCert can be completed from anywhere after the end of your employment contract. However, the apprenticeship route requires that the individual be employed with the same employer for the duration of the course (12 months) through the End Point Assessment (+3-6 months). In some instances it may be possible to maintain study on the apprenticeship route if you move to another levy paying employer in England. The University has residency requirements for part-time postgraduate study. You would be expected to attend scheduled in-person teaching in Cambridge following relocation to a new employer. You should discuss your situation with one of the course team via [researchleadership@ice.cam.ac.uk](mailto:researchleadership@ice.cam.ac.uk).

17. *In the event of accepting another postdoc/academic position elsewhere during the course, is it possible to complete the apprenticeship/certificate completely online?*
- The PGCert can be completed from anywhere after the end of your employment contract. However, the apprenticeship route requires that the individual be employed with the same employer for the duration of the course (12 months) through the End Point Assessment (+3-6 months). The University has residency requirements for part-time postgraduate study. You would be expected to attend scheduled in-person teaching in Cambridge following relocation to a new employer. You should discuss your situation with one of the course team via [researchleadership@ice.cam.ac.uk](mailto:researchleadership@ice.cam.ac.uk).
18. *Do you need to be an employed member of staff throughout the programme? From the point of application to the end of the course, it appears to be about 16 or so months. Many postdoc contracts are only 18-24 months, and may not fall at the right time of year to cover the period over which people need to apply.*
- The PGCert can be completed from anywhere after the end of your employment contract. However, the apprenticeship route requires that the individual be employed with the same employer for the duration of the course (12 months) through the End Point Assessment (+3-6 months). In some instances it may be possible to maintain study on the apprenticeship route if you move to another levy paying employer in England. The University has residency requirements for part-time postgraduate study. You would be expected to attend scheduled in-person teaching in Cambridge following relocation to a new employer. You should discuss your situation with one of the course team via [researchleadership@ice.cam.ac.uk](mailto:researchleadership@ice.cam.ac.uk).
19. *I am not a post-doc but a Research Assistant with a Masters degree and I am currently working on a publicly funded university project. Am I eligible to apply for the course?*
- As a researcher, you would be eligible to apply for the course.
20. *I am a college research fellow rather than a university employee. Am I limited to the non-Apprenticeship PGCert route?*
- You will need to check with your College Bursar whether the College is a Levy-paying organisation. If they are you would be able to apply via the Apprenticeship route. If they are not then you may still be able to apply to the Apprenticeship programme if your College can access Government provided co-funding. Please contact [apprenticeships@ice.cam.ac.uk](mailto:apprenticeships@ice.cam.ac.uk) for more details.

### **Apprenticeship-specific details**

21. *Who are you using for your EPAO (End Point Assessment Organisation)?*
- We are contracting with the [University of Portsmouth EPAO](#) team, who will carry out the End Point Assessment for individuals who are enrolled as apprentices. The Portsmouth team will also be working with course developers to ensure alignment to the APA KSVBs throughout the delivery of the programme.
22. *I'm a post-doc from the University of Cambridge, by referring to the employer (e.g. employer expression of interest form), do you mean my line manager (i.e. PI), my department or my university?*
- This will depend on the nature of your employment contract. If you are uncertain, please contact [researchleadership@ice.cam.ac.uk](mailto:researchleadership@ice.cam.ac.uk).
23. *Is the levy handled within the central university or within each department?*
- The levy is held centrally by the University.
24. *Could you please elaborate a little more on how you tailor content and EPA to individuals from different scientific/engineering backgrounds?*
- The content of the course is being designed to be generally applicable across disciplines. Where specificity is required, we will provide supplementary content. A key ethos of the course is the delivery of theory in a manner that allows you to apply it directly to your own work context. Assignments and application of course concepts will be relevant for your discipline area. We will work with our End Point Assessment Organisation to ensure that content will support individuals in preparing for their EPA in a manner consistent with their subject discipline and the EPAO will identify assessors suitable for the subject discipline of each apprentice.
25. *Are you planning to add an apprenticeship route to some of the other PGCerts offered by ICE?*
- We are currently developing another Postgraduate Certificate apprenticeship linked to the Academic Professional standard. More details about this will become available during the autumn. Other current

ICE Postgraduate Certificates are not transitioning to an apprenticeship route as they do not map to available Level 7 Apprenticeship standards. Details of apprenticeship courses offered by ICE can be found [here](#).

26. *Who should complete the “Employer Expression of Interest Form” (e.g., group leader / principle investigator, department head / faculty chair, funder)?*
- a. This form should be completed by the individual who has line management / supervisory responsibility for your work. This document provides evidence that the person to whom the apprentice is reporting is aware of and supports participation on the course and in apprenticeship-related activities.