[](http://www.hea.ie/)

**Teacher Supply Action Plan**

**Proposal for**

**Upskilling Programme in**

**(Mathematics, Physics, Spanish – DELETE AS RELEVANT)**

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| --- |
| INSERT NAME(S) OF INSTITUTION(S) |

**Notes for completing template**

Please do not leave any sections blank; insert N/A as appropriate.

**Submission format**

Institutions are requested to complete this template in light of the call documentation.

Proposals must be submitted in electronic format using this template to [teachereducation@hea.ie](mailto:teachereducation@hea.ie) **before 5pm** on **2 March 2020**. **Late applications will not be accepted**. Please indicate the subject of the upskilling proposal and the institution name in the subject line of the email. A hard copy is not required.

Institutions are requested to submit separate proposals for each subject, as relevant.

Proposals should **not** exceed 5,000 words.

**Eligibility requirements**

Applications will be accepted from institutions that have primary or post-primary ITE programmes accredited by the Teaching Council.

Proposals must be signed by the president of the institution or presidents, as relevant. A lead institution must be identified for the purposes of financial management and reporting.

**ALL TEXT AND NOTES HIGHLIGHTED IN GREY SHOULD BE DELETED BEFORE THE SUBMISSION OF PROPOSALS**

|  |  |
| --- | --- |
| **Particulars** | |
| Subject Area of proposed programme |  |
| Programme Title |  |
| Please indicate whether additional proposal(s) are being made in other subject areas: | |
| Additional proposal (Y/N) |  |
| Subject area(s) |  |
|  |
| Please provide a contact person for queries related to proposal: | |
| Name |  |
| Job title |  |
| Office |  |
| Email |  |
| Phone number |  |
| Submitted by *(if different from above)* | |
| Name |  |
| Job Title |  |
| Signed |  |
| Date |  |
| Details of collaborating institutions *(where relevant)* | |
| Institution Name(s) |  |
| Lead Institution  (for financial management & reporting) |  |
| Lead contact name |  |
| Job title of lead contact |  |
| Lead contact email |  |
| Lead contact phone number |  |

Proposals **must** be signed by the president of the institution or presidents, as appropriate.

Signed:

President, enter HEI name here

Date:

**Introduction**

*(Please provide a summary of proposed upskilling programme – max 300 words)*

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1. **Programme Structure**

**Provision**

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| --- | --- |
| Programme Duration |  |
| ECTS |  |
| NFQ Level |  |
| Mode of provision |  |
| Methods of delivery |  |

*Please tick, as appropriate:*

English medium only

Irish medium only

English and Irish medium

*(Please outline plans to facilitate participation by those in employment, and plans for face-to-face delivery and location(s), as relevant – max 300 words)*

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**Course description**

*(Please provide a concise overview of modules, demonstrating how the proposed modules meet the* [*Curricular Subject Requirements*](https://www.teachingcouncil.ie/en/Publications/Registration/Documents/Curricular-Subject-Requirments-after-January-2017.pdf) *of the Teaching Council – max 1,200 words)*

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**Teaching, learning, and assessment methodologies**

*(Please include intended learning outcomes, and how timings/methods of assessment facilitate those in employment. Reference should be made to relevant policy/strategy/research – max 800 words)*

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**Scale of demand and eligibility**

*(Please indicate target audience and estimated scale of demand for programme; additional eligibility requirement(s), including pre-existing subject knowledge, as appropriate; plans for promotion and awareness raising – max 300 words)*

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1. **Partnership/support**

**Collaboration(s) proposed**

*(Please outline proposed collaboration(s) and how this enhances offering to student – max 500 words)*

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**Specialist knowledge**

*(Please indicate the expertise of those developing and delivering the programme, to include subject knowledge and related research, and experience of primary or post-primary ITE provision, as relevant – max 800 words)*

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**Supports for students**

*(Please outline additional resources that will be provided to support programme participants – max 300 words)*

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**(c) Funding**

**Detailed costs**

*(Please identify in detail the costs associated with the delivery of programme, as reflected in the student fees sought)*

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**Value for money and impact of programme**

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| --- | --- |
| Capacity for annual intake |  |
| Minimum number of participants |  |
| Proposed start date: Cycle 1 |  |
| Proposed start date: Cycle 2 |  |
| Total programme fee per participant |  |
| Annual programme fee per participant |  |

**Additional information/final comments**

*(Please include any additional information considered relevant – max 300 words)*

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