

PGCert Healthcare & Biomedical Education (PGCert HBE) Frequently Asked Questions

[I am currently on the Foundation Programme. Can I apply for the course?](#)

No. We do not accept applications from FY1 and FY2 doctors due to the teaching hours requirements for the course and primary clinical focus of the Foundation Programme. We invite you to apply for the course at a later stage in your medical training.

If you are due to complete your Foundation Programme before the course commences in October you are eligible to apply as long as you meet the other entry criteria for the course.

We may consider applicants who are completing the Academic Foundation Programme where there is an intention to focus on teaching and assessment. Applications must be supported by your Educational Supervisor and/or Academic Foundation Programme Director.

[Do I need to already have a teaching or learning support role to apply for the course?](#)

Yes. The course is a practice-oriented qualification and all the assessments require you to develop and reflect on the teaching and assessment that you will be undertaking during the year. You will also complete an assessed observation of your practice as an educator.

All applicants are required to confirm they have a minimum of 40 hours scheduled teaching and 25 hours assessment practice such as assessment design, question writing, marking and/or feedback to learners during the year when making their application.

The course team are not able to arrange teaching opportunities for applicants to enable them to fulfil the teaching hours requirement.

[How long does it take to complete the certificate? Can I complete it in a shorter period of time?](#)

The course has one intake and commences in October of each academic year. If you complete the three modules within the normal schedule with no interruptions to study or extensions you will normally complete the course within a 12 month period.

In line with university regulations relating to the minimum length of the course, you cannot complete the PGCert HBE in a shorter period of time than stated in the course specification.

[Am I eligible for the £700 reduced fee?](#)

The course currently offers a reduced fee for participants who are teaching St George's students for at least 50% of their minimum 40 teaching hours required for the course. This should be declared in the course-specific Personal Statement as part of the application for the course. This includes staff teaching at the university as well as clinical settings.

I am employed by St George's, University of London. Will the university pay my fees?

If the course is a requirement for your academic probation then you should declare this on your course-specific Personal Statement. In these cases, the university will pay your fees for the course.

If you are not required to do the course for probation but wish to undertake the PGCert HBE as part of your own professional development, you should discuss this with your line manager/head of centre and confirm that they will support your application and agree to fund the course.

The course-specific Personal Statement should be signed by your line manager and you should indicate who will be responsible for the payment of fees. If an alternative funder is not stated on the application, you will be invoiced by the university as a self-funding student.

Regardless of whether you are funded by the university or are self-funded, if at least 50% of your teaching hours are for St George's students as stated above you will be invoiced for the reduced fee.

Is the course accredited?

The course is accredited by [Advance HE](#) and successful completion of the course and evidencing of your practice in relation to the [UK Professional Standards Framework](#) will entitle you to recognition as a Fellow of Advance HE (FHEA).

If you are employed by a non-Advance HE member, you will normally need to pay an additional fee directly to Advance HE to register your Fellowship. This fee is currently £200 and is not included in the PGCert course fee. Most universities in the UK are members of Advance HE while NHS Trusts are not Advance HE members. Upon completion of the course and successful evidencing of your practice in relation to the UKPSF ratified by the Board of Examiners in November each year, you will be registered by the course team on the Advance HE database of completers. At this stage you will be asked to confirm your current employer.

What are the dates for the intensive teaching blocks?

Teaching is undertaken in intensive blocks rather than on a regular weekly or bi-weekly basis. Dates for the next academic year are normally published in July/August. The blocks are normally 1 to 3 days in length depending on the module. Induction and pre-course reading will be provided from October.

Module 1 is delivered by a 2 day teaching block in Autumn term and this will normally be scheduled for mid-November and early December. You also participate in a simulated teaching activity called microteaching with peers for half a day. The module assessment is due in early February

Module 2 is delivered in Spring/Summer term with a first 2 day teaching block in February and a second 2 day teaching block in April. The module assessments are due in March and May.

Module 3 is normally delivered online in Summer term with a compulsory 1 day teaching block in early June and optional shorter sessions in July and August to support the completion of the final assessment. The module assessment is due in mid-September.

How is the course assessed?

Module 1 is assessed by a single 1500-word reflective essay based on the collection and analysis of student evaluation data for a period of teaching.

Module 2 is assessed by a poster and recorded 10 minute oral presentation, an assessed teaching observation in practice and two 1500-word reflective essays on teaching and assessment practice.

Module 3 is assessed by a 2500-word reflective account.

What is the time commitment for the course?

The PGCert HBE hours include attendance and/or online participation of teaching blocks for the three modules, completion of the teaching observation, engagement with your allocated PGCert HBE tutor and preparation of assessments. You are also expected to complete formative assessments and contribute to peer discussion and peer feedback activities as part of the course.

Can I contact someone about the course if I need more information?

If the information on the course application page and this Frequently Asked Questions document has not answered your question please email your query to [Dr Saranne Weller](#), PGCert HBE Course Director.