**Careers** and **Employability** Service



Making Applications to Post-Primary Teaching Courses

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Natasha Marron Careers Adviser











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# **Post-Primary Teaching – Ireland**

# **Application Guidelines**

- Read instructions/FAQs for each form before beginning
- Proof-read by someone else (Personal Statement etc. for TCD, UL, Hibernia)
- Keep a copy of the completed form if there is an interview as part of the selection process for your course (UL, TCD) then you can expect to be asked question based on the content of your application form.

- PME DCU www.dcu.ie
- PME Trinity <u>www.tcd.ie</u>
- PME UL www.ul.ie

# DCU PME Application



## Professional Master of Education (Post-Primary) | DC905

## Application and Additional Information

APPLICATIONS/DEADLINES

SUPPORTING DOCUMENTATION

ASSESSMENT OF APPLICATIONS

APPLICANT'S UNDERTAKING

https://www.dcu.ie/courses/postgraduate/instituteeducation/professional-master-education-postprimary-education

#### Closing Dates:

Application Closing Date: Friday 9th February 2024

Apply to the DCU Student Application Portal - Programme Code DC905

Documentation Closing Date: Friday 23rd February 2024

(Uploading only allowed - Certified Copies of Transcripts | \*School Placement Form | Copy of a valid passport | Employer Reference (if claiming points for professional work experience)

\*School Placement Form - in exceptional circumstances where securing placement is delayed for any reason: 12th July 2024 (5.00pm)

Final Year Certified Transcripts: 12th July 2024 (5.00pm)

Applicants in final year of study must submit a certified copy of final transcript confirming overall result for verification purposes by 12th July 2024 (portal page/web printouts are not acceptable).

All entry requirements should be met before the commencement of the programme.

Offers will be made in March 2024.

#### Queries on completed applications

Queries on applications may be emailed to pgedapplications@dcu.ie. Please include the programme code (DC905) in the subject line of your email.

Please see our FAQ Page for further information.

#### Commencement of Programme

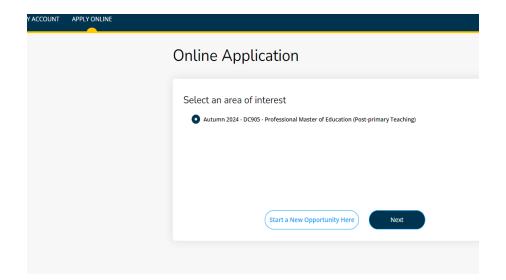
The programme commences in September 2024.



## **Applications**

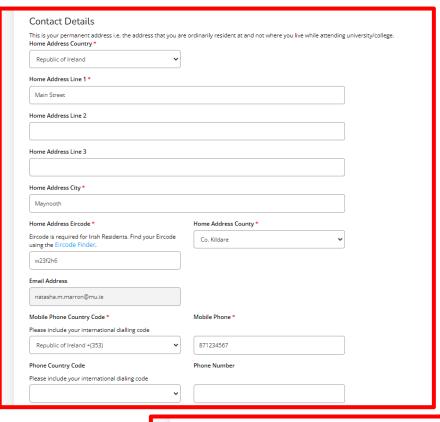
Start a new Application

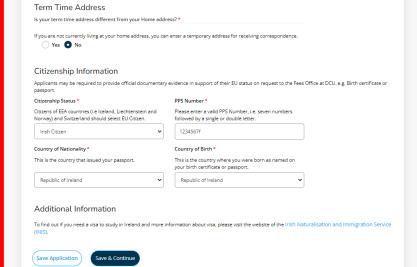
### Application Instructions Please use this application form for: Postgraduate Taught Programmes (e.g. Postgraduate Cert, Diploma or Masters) • Undergraduate International Applicants (i.e. those presenting qualifications from outside the EU) Please do not use this application form for: Postgraduate Research Applications (Research Masters, Phd Track, Phd) • Undergraduate Applicants presenting EU qualifications (please see here for further information).

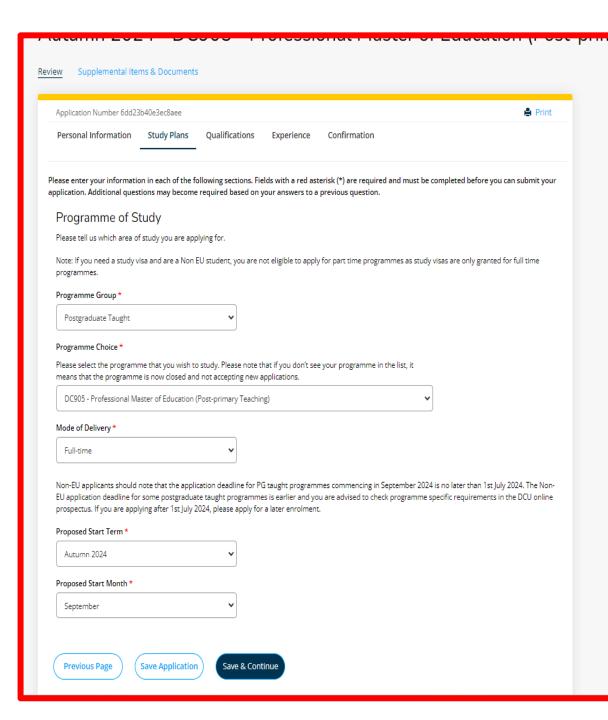


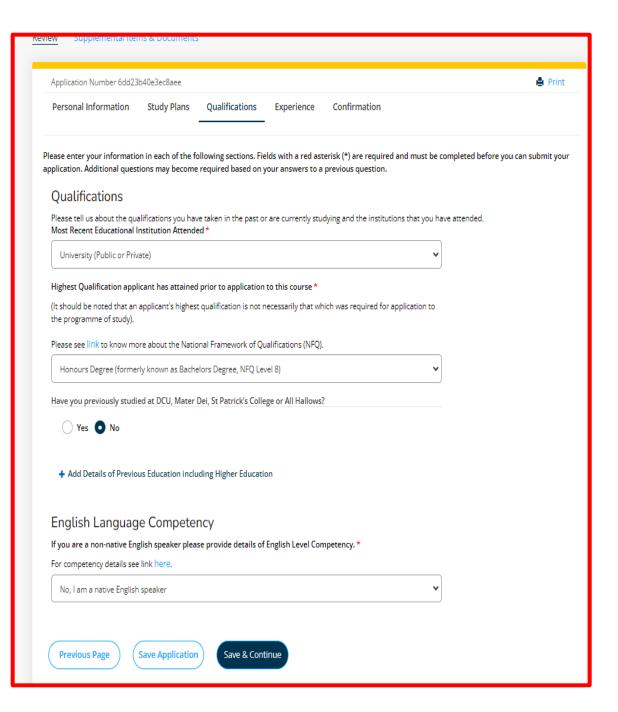
### Autumn 2024 - DC905 - Professional Master of Education (Post-primary Teachii

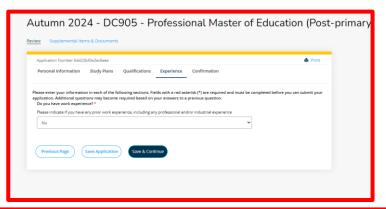
Application Number 6dd23b40e3ec8aee		♣ Print
Personal Information Study Plans Qualificat	ons Experience Confirmation	
	ad and understood the DCU Privacy Policy and Student Ap	oplication Portal "Data Privacy Notice
d consent to the collection, storage, and processing of m	personal data accordingly.	
	ons. Fields with a red asterisk (*) are required and must be	completed before you can submit your
plication. Additional questions may become required bas	ed on your answers to a previous question.	
Name Information		
Please note that this is the name that will appear on your tr	anscripts.	
Title		
Ms. 🗸		
First Name *	Known As	
rirst Name *		
	e.g. Ben (instead of Benjamin)	1
Natasha		J
Middle Name	Last Name *	
	Marron	
Do you have a Last Name?		
If you do not have a Last Name, please let us know here:  Yes No		
First Name on birth certificate if different to above	Last Name on birth certificate if different to above	



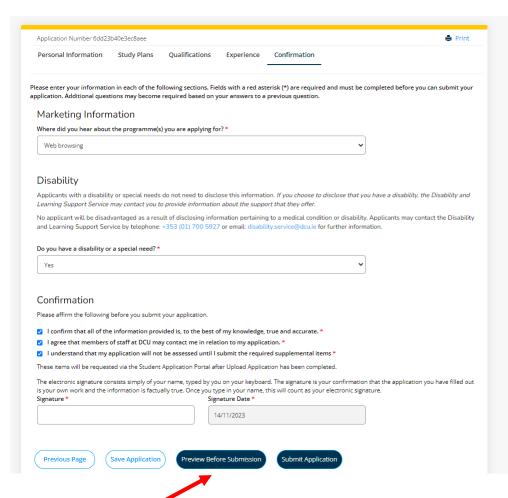








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Personal Information	Study Plans	Qualifications	Experience	Confirmation	
ase enter your informatio plication. Additional quest Do you have work experie	tions may become				nust be completed before you can submit your
Please indicate if you have	any prior work exp	erience, including an	y professional and	l/or industrial experience	
Yes					•
work experience may be us high demand. Work Experience 1	sed during the asse	ssment of your appli	cation, in particula	r for programmes that have	t with the most recent experience first. Your a professional content or where places are in
Area of employment / S	ector*	•	Current Emplo	yer	
Job Title *		N	Name of Employer	*	
GAA Summer Camp Co	oach		Maynooth GAA		
Contact and Address of	Employer *				
Maynooth Co Kildare					
Level of responsibility *					
Coach					
		E	mployed To *		
Employed From *		1 (			1



oplication Fee - DC905		€100.00
	Subtotal:	€100.00
	Discount:	€0.00
	Total:	€100.00
nter a promo code:	Make Online Payment	

### SUPPORTING DOCUMENTATION



All Applicants must provide the following supporting documentation by 23rd February 2024\*

- PME Additional Questionnaire Completed through the Application Portal
- Teaching Council Subject Declaration Forms (Online) Download Here Upload to Application Portal
- School Placement Form Download Here Upload to Application Portal
- References Completed through the Application Portal (Only required if claiming work experience for points purposes)
- Transcripts Upload available transcripts to date to the Application Portal. \*If you are still completing your Undergraduate Degree you must upload final copies by the 12th of July 2024.
- A copy of a valid Passport Upload through the Application Portal

Applicants should be very clearly aware that, in completing the Online Form, and accompanying documentation, they accept all the directions and conditions set out in same and on the website. The DCU Professional Master in Education (Post-Primary Teaching) programmes is 2 years fulltime (Flexible Delivery) in duration.

Application Guidance Notes <a href="https://www.dcu.ie/sites/default/files/inline-files/DC905%20%20Professional%20Master%20of%20Education%20Guidance%20Notes 7.pdf">https://www.dcu.ie/sites/default/files/inline-files/DC905%20%20Professional%20Master%20of%20Education%20Guidance%20Notes 7.pdf</a>

# **Dublin City University**



Professional Master of Education (Post Primary - DC905)

Dublin City University

School Placement Form

Name of Student:

Application Number:

School Stamp

Subject(s) to be taught during this placement:

Name of School:

Address of School:

Name of Principal (Print):

The school named above will accommodate above named student on their school placement according to the following criteria:

### School Placement Form

https://www.dcu.ie/sites/default/files/inline-files/DC905%20-%20School%20Placement%20Form 0.pdf

Criteria	Please Tick
The student teacher is permitted to carry out a placement in the school for the entire school year	
The student teacher is permitted to teach subjects from the second level curriculum for approx. 4 hrs per week	
The timetable agreed will allow the student teacher to attend evening lecturers that start in DCU at 4pm every Tuesday and Wednesday	
The student teacher is permitted to observe teaching during the first month (September)	
One or more mentor teachers will be assigned to support the student teacher during the placement period	
The student teacher is permitted to teach the subject(s) named above	
Placement Tutors from DCU may visit the student on placement	
The student teacher will be permitted to take part in non-teaching activities and encouraged to become involved in the life of the school	

I agree to take the above-named student on school placement, and I agree to meet the criteria for this placement as outlined above.

Principal's Signature:

Date:

https://www.teachingcouncil.ie/applying-in-2022-for-a-place-on-

Teaching Council Subject Declaration Forms links

a-professional-master-of-education-pme/

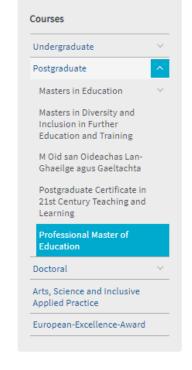
# Trinity College - PME

- Closing date: 21<sup>st</sup> January 2024 (Round 2)
- Go to <a href="http://www.tcd.ie/Education/courses/pme/">http://www.tcd.ie/Education/courses/pme/</a>
- Application Fee: €55
- Select on your subject
- Set up an account
- Log-in

### Professional Master of Education

The Professional Master of Education (PME) is a full time teacher education programme designed for those who fulfil the \*Teaching Council's Curricular Subject Requirements in at least one subject and who wish to become a post primary teacher. The Professional Master of Education is a two year, 120-credit, NFQ Level 9 programme.

The Professional Master of Education is a required qualification for those wishing to work as post primary school teachers in the Republic of Ireland and a recognised teaching qualification within the EU. The programme aims to prepare new entrants for the teaching profession who are passionate subject experts in their chosen discipline, who are knowledgeable, creative, inclusive and reflective about the aims and processes of education and who are professional in all aspects of their work.





#### Commencement of Programme

The programme commences in September 2024.

All entry requirements should be met before the commencement of the programme.

Applications are OPEN NOW for the 2nd round, closing date January 21st 2024.

#### **Course Contacts**

Programme Director: Dr Louise Heeran Flynn
Programme Administrator: Ms Dearbhail Gallagher
Email: Pme.Admin@tcd.ie | Tel: 00 353 1 8961488

The Professional Masters in Education (PME) is a required qualification for those wishing to work as post-primary school teachers in the Republic of Ireland and a recognised teaching qualification within the EU. The course aims to prepare new entrants for the teaching profession who are subject experts in their chosen discipline, are knowledgeable, creative and reflective about the aims and processes of education and who are professional in all aspects of their work. The 2 year full-time PME programme provides a holistic programme for the preparation of individuals for a career in the teaching profession through the development of critical and analytical skills, creative methods and strategies for teaching and a reflective professional approach to teaching and learning. Students undertake specialised pedagogical studies related to post-primary curriculum subjects from the following set (applicants select one at application as their major subject, where available):

- Business Studies (including Accounting and Economics);
- English;
- · Geography;
- History;
- An Ghaeilge;
- Mathematics (including Applied Mathematics);
- Modern Languages (including French, German, Italian, Spanish and other Curricular Languages);
- Music:
- · Religious Education;
- · Science (including Biology, Chemistry and Physics).

In addition to this, the programme components include:

- Foundation disciplines of education: assessment, inclusive education, history and policy of Irish education, philosophy, sociology, psychology and history of education.
- School Placement modules in each year of the programme undertaken in a post-primary school within a radius of 35 km (one
  way, 70 km return) from Dublin city centre.
- · Research Dissertation completed in Year 2.

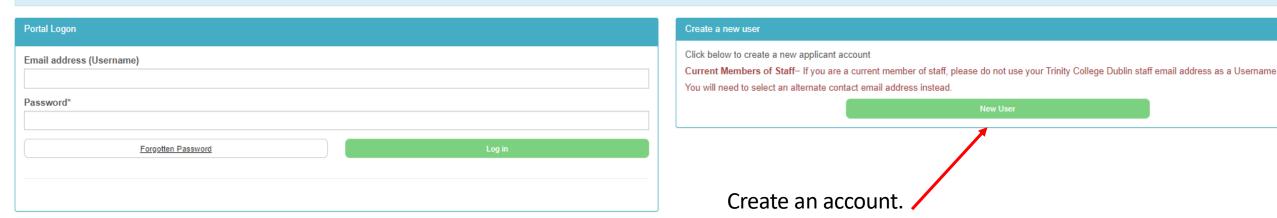
## Apply

To apply, click on the relevant Apply Link below

Professional Masters Education (P.M.E.) - Accounting - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Applied Mathematics - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Biology - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Business - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Chemistry - Full-Time21/JAN/2024	Select which subject	vou
Professional Masters Education (P.M.E.) - Economics - Full-Time21/JAN/2024	wish to apply under.	,
Professional Masters Education (P.M.E.) - English - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - French - Full-Time21/JAN/2024	If you meet Teaching	
Professional Masters Education (P.M.E.) - Geography - Full-Time21/JAN/2024	Council requirement can still teach both c	•
Professional Masters Education (P.M.E.) - German - Full-Time21/JAN/2024	degree subjects afte	•
Professional Masters Education (P.M.E.) - History - Full-Time21/JAN/2024	· · · · · ·	
Professional Masters Education (P.M.E.) - Irish - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Italian - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Mathematics - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Music - Full-Time21/JAN/2024	· ·	
Professional Masters Education (P.M.E.) - Other Languages - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Physics - Full-Time21/JAN/2024	>	
Professional Masters Education (P.M.E.) - Spanish - Full-Time21/JAN/2024	>	



You are applying for Professional Masters Education (P.M.E.) - Geography to start in September 2024. Please log in using your email address and password below. If you have not applied to us using the online application form before please select New User.

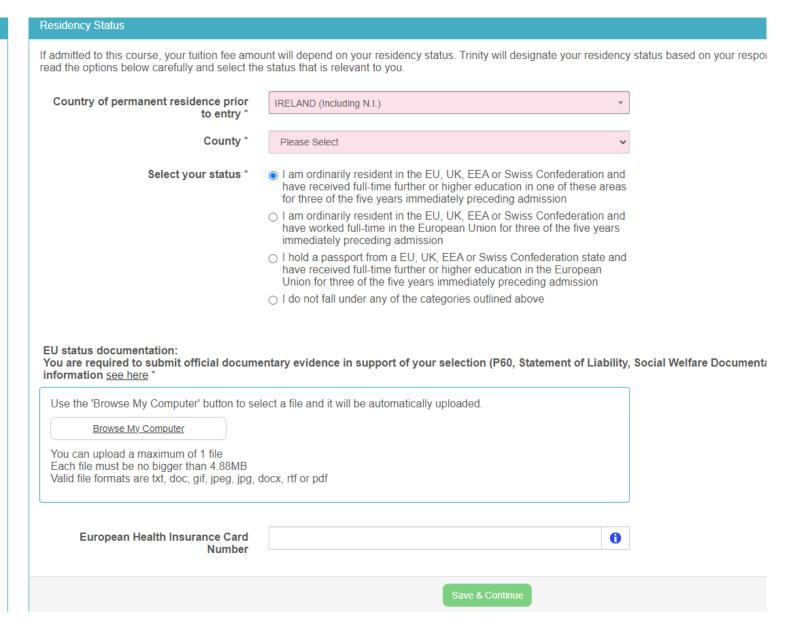


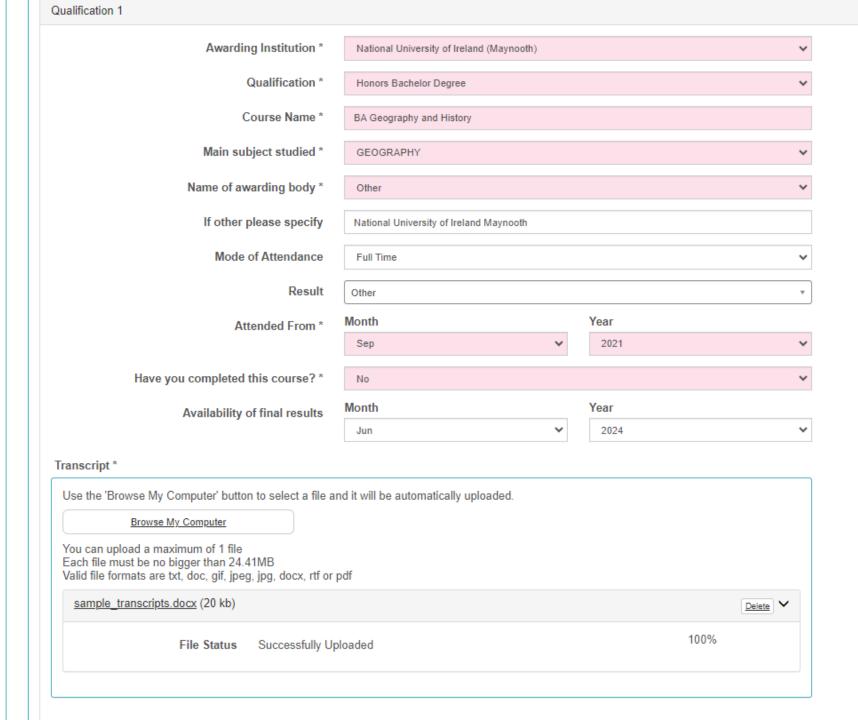
Trinity College Dubl

### Application Checklist

# Application for Professional Masters Education (P.M.E.) Geography to start in September 2024





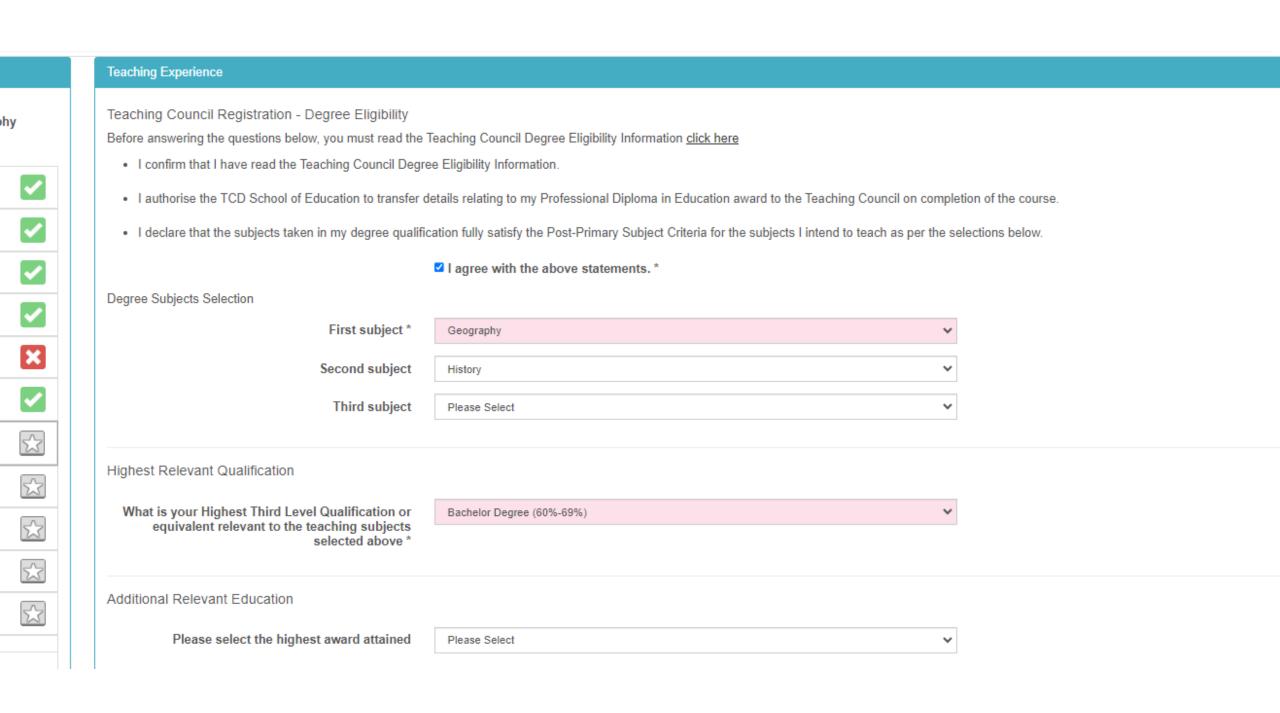


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×

fields



## Trinity – Personal Statement

- Why do you want to be a teacher?
  - How did you develop an interest in teaching?
  - What have you learned from any relevant experience?
  - What will you bring to the job?
  - Any relevant additional qualifications
    - TEFL
    - ECDL
    - Languages
    - FirstAid

- What makes a "good" teacher?
  - Committed / motivated
  - Enthusiastic
  - Knowledge of subject
  - People / team-working skills
  - Good communication skills
  - Organised
  - Different

## Trinity – Personal Statement

## Key strengths / weaknesses of the second level school you attended?

Show an awareness of what works/has a positive impact in a school and why and what doesn't work/isn't helpful in a school environment and why

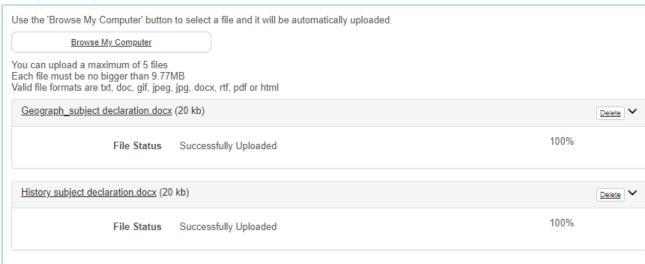
- Atmosphere
  - Open / welcoming / encouraging
- Staff appear enthusiastic about
  - their subject
  - working with young people
- Extra-curricular activities offered
  - Make friends / develop interests and skills

The submission of references is required to support your application. Please provide the names of two appropriate referees who may be contacted confidentially. graphy Please provide two academic or one academic and one professional referee. Reference No. 1 Name \* Mr John Thomas Email Address \* john.thomas@mu.ie Confirm email address \* john.thomas@mu.ie Post / Occupation Lecturer Company / Organisation Name Maynooth University In what capacity do you know this referee? Lecturer / Thesis supervisor Reference No. 2 Name \* Mary Smyth Email Address \* mary.smyth@gaaclub.ie Confirm email address \* mary.smyth@gaaclub.ie Post / Occupation Coach Company / Organisation Name Sometown GAA Club In what capacity do you know this referee? Supervisor

### **Document Upload**

#### Additional Documentation

### Would you like to upload additional documentation?



Teaching Council Subject Declaration Forms <a href="https://www.teachingcouncil.ie/applying-in-2022-for-a-place-on-a-professional-master-of-education-pme/">https://www.teachingcouncil.ie/applying-in-2022-for-a-place-on-a-professional-master-of-education-pme/</a>

#### Documentation Proforma

As part of this course application you are required to complete the below proforma. Please click on the link below, download and complete the document and upload it back to this page later date please 'SAVE' your application until you are ready to upload the completed form.

To download the proforma for permission to validate documents please click here

Please upload your proforma. \*

Download form, fill-in and

Use the 'Browse My Computer' button to select a file and it will be automatically uploaded. upload here

### Browse My Computer

You can upload a maximum of 1 file

Each file must be no bigger than 195.31MB Valid file formats are txt, doc, gif, jpeg, jpg, docx, rtf or pdf

Natasha\_Marron\_PG\_Proforma.rtf (128 kb)

File Status Successfully Uploaded 100%



#### Note to Applicant:

It is the responsibility of individual applicants to upload their academic records as part of the application process to The University of Dublin, Trinity College Dublin.

The University of Dublin, Trinity College Dublin may request verification of these documents at any time from the Issuing Institution. This may involve a charge from the issuing Institution. Applicants must complete and sign this authorisation form and upload to their application as part of the University of Dublin, Trinity College Dublin application process.

Please complete and upload one form for each of the Institutions from which you have received an academic award (certificate/Diploma/Degree/Higher Degree).

First/Given Name	:
Date or Birth (dd/mm/yyyy):	Email:
Dates Attended:   From to to	ım/yy
Year of Award (in	f annlicable)
	Dates Attended: From to mm/yy m

I hereby authorise the release of my academic records to The University of Dublin, Trinity College Dublin.

Applicant's Signature: Date:

Two-year course

Closing date: varies depending on subject\*

- Business \*31<sup>st</sup> January 2024
- Languages: French, German, Gaelige, Spanish,
   Japanese, English as a foreign language \*31st
   January 2024
- Mathematics \*16<sup>th</sup> February 2024
- Music \*1st March 2024
- Science \* 1<sup>st</sup> March 2024
- Physical Education (must have relevant degree) \*
   31<sup>st</sup> January 2024
- Technological Education \*1<sup>st</sup> March 2024

- Apply online <a href="https://www.ul.ie/gps/course/professional-masters-education">https://www.ul.ie/gps/course/professional-masters-education</a>
- Application Form / Interview
  - Languages: Oral | Music: Audition

Professional Master of Education
——

Course Code(s): PMEDUCTFAD

Available: Full-Time

Duration: 2 Years

Award: Masters

Faculty: Education and Health Sciences

Course Type: Taught

Fees: For Information on Fees, see section below.

Application Deadline: Friday, March 1, 2024

Y PAPEN NOW

Read instructions on how to apply

Register your interest been for more information or to be notified when applications are open.

Brief Description

The application system for 2024 / 2025 entry will open on October 18<sup>th</sup> 2023. A series of webinars will take place over the next few months. Please express your interest in the programme and you will kept up to date on future webinars. Application Deadline: March 1<sup>st</sup> 2024 – note, there may be an earlier application deadline for your chosen discipline(s). Please see Discipline table below.

Application Fee: €50



Logged In:
You are applying for Professional Master of Education FT to start in September 2023. Please log in using your email address and password below. If you have not applied to us using the online application for please select New User.

Login

Email Address\*

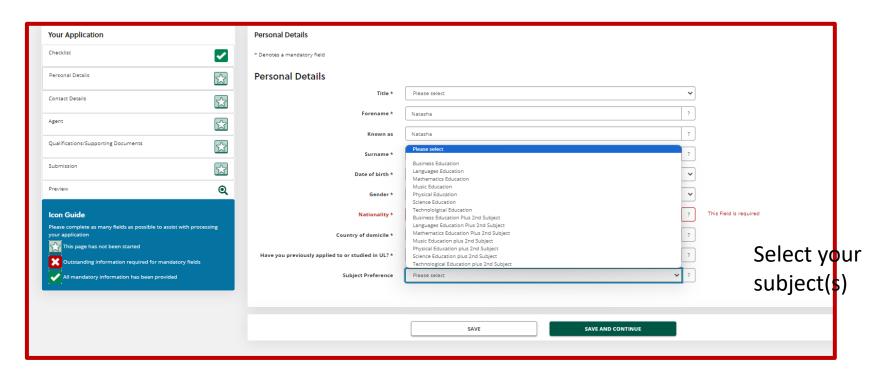
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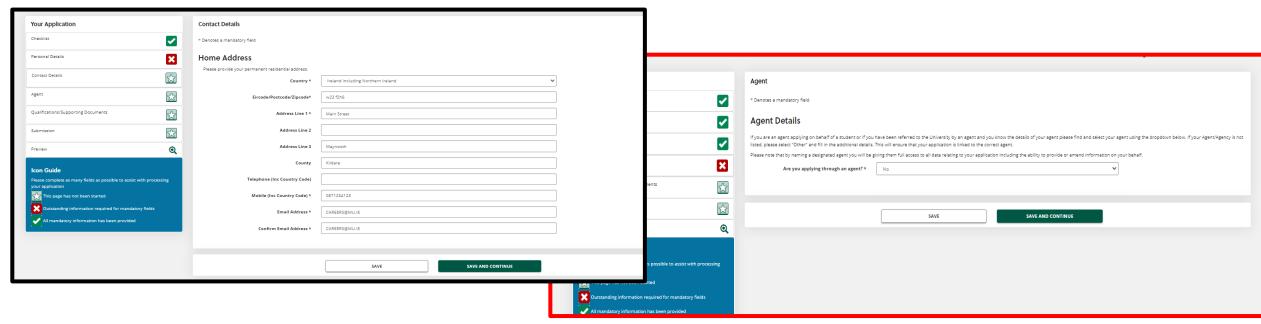
Password\*

FORGOTTEN PASSWORD

LOG IN

### 



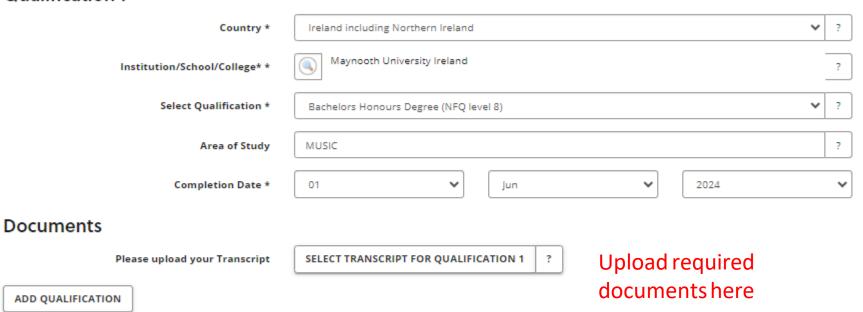


### **Qualifications/Supporting Documents**

\* Denotes a mandatory field

University entry requirements can be found here

### Qualification 1



### **Supporting Documents for this Programme**

To allow for a more speedy assessment of your application, please upload any necessary documentation in support of your application. Programme specific requirements can be found on the entry requirements section of programme webpage.

Please upload additional supporting documentation (maximum 5 documents)

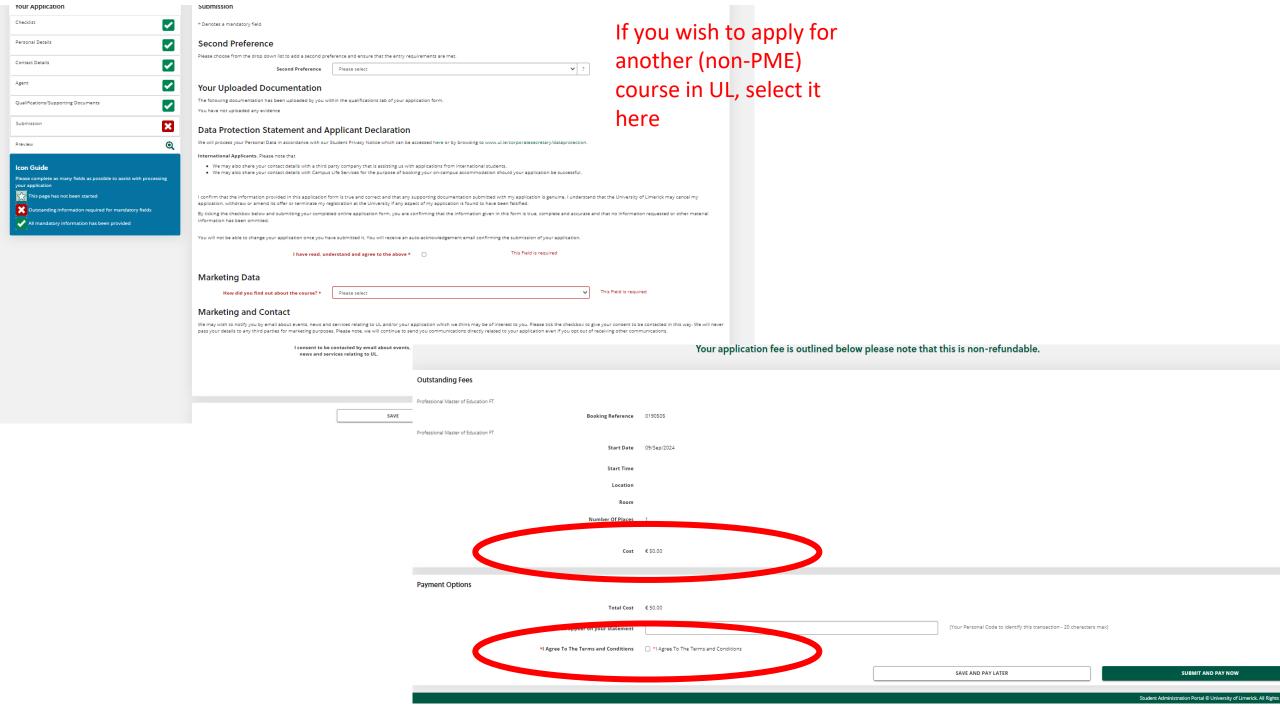
SELECT SUPPORTING DOCUMENTATION

### https://www.ul.ie/gps/course/professional-masters-education - Click Entry Requirements

## Please have the following documents ready to upload with your application: please note your application will not be processed without these required documents REQUIRED DOCUMENTS

- Fully and accurately completed 'Subject Declaration Form(s)' in those subjects you believe you will be qualified in. Please ensure that the pages in your Forms are combined into one file for each subject.
- Curriculum Vitae
- Personal Statement This should include:
- 1. Brief background (undergraduate and postgraduate programme(s) done and key learning points in relation to teaching your subject area(s).
- 2. Evidence of knowledge of the Teaching Council requirements.
- 3. Evidence of experience shadowing, or voluntary work related to your subject area(s).
- 4. Considering points 1, 2 and 3, arguments to deserve a place in the programme.
- 5. 2 pages maximum (Times New Roman 12pt 1.5 line spacing)
- Qualification transcripts and awards/certificates
- A copy of your birth certificate (long document)/passport
- If your qualifications have been obtained in a country where English is an official language this will suffice. If this is not available, the following additional documents must be provided:
  - English translation of your qualification(s)/transcripts
     AND
  - English language competency certificate.

Please ensure you familiarise yourself with the English Language Requirements



# What can you do now?

- Decide which courses you want to apply for- you can apply for as many courses as you wish.
- Register (set up accounts) on the various application websites so that you can view the application forms (more details on applications in our Making PME Applications Presentation
- Check Teaching Council subject criteria and ensure your modules meet the criteria –
   contact the Careers and Employability Service if you have any questions
- It can take time to gather up any required documents, CV (for TCD application) etc.
- Consider getting any relevant experience related to work with children/teaching etc.
   to gain additional points
  - Voluntary work also useful for TCD/UL/Hibernia

# Questions?

## Send us your questions:

• Ask us <a href="https://careers.mufutureconnect.maynoothuniversity.ie/leap/queries.html">https://careers.mufutureconnect.maynoothuniversity.ie/leap/queries.html</a>

## Appointments – chat with a careers adviser

- MS Teams Appointments <a href="https://careers.mufutureconnect.maynoothuniversity.ie/leap/appointments.html?types=11">https://careers.mufutureconnect.maynoothuniversity.ie/leap/appointments.html?types=11</a>
- In-Person Appointments https://careers.mufutureconnect.maynoothuniversity.ie/leap/appointments.html?types=31
- Phone-call Appointments <a href="https://careers.mufutureconnect.maynoothuniversity.ie/leap/appointments.html?types=60">https://careers.mufutureconnect.maynoothuniversity.ie/leap/appointments.html?types=60</a>

# Careers and Employability Service



## **Careers Connect**

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Careers Interest Tests
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