

## Programme Overview

The SUSS-IAL Graduate Certificate in Workplace Learning (SUSS-IAL GCWPL) is a 15-credit unit, 6-month programme that cover 56 hours of teaching, followed by a work-learn project with enterprises covering 42 hours. It comprises taught courses imbued with authentic case studies, real-life examples and substantive reflections and a Work-Learn course where learners undertake real consultancy projects.

This programme is relevant to learners who are interested to understand how to kickstart and/or sustain workplace learning at their respective enterprises. They may include enterprise employees that play a pivotal role in strengthening employee capability and performance, notably those in human resources and learning & development, as well as adult educators. The graduates of the SUSS-IAL GCWPL programme will be able to diagnose workplace performance gaps and evaluate learning opportunities. They will also be able to implement bespoke learning solutions and interventions to drive business outcomes and workplace performance improvement.

## Learning Outcomes

By the end of this programme, the learners will be able to:

- Reflect critically on professional practice.
- Address workplace performance issues and opportunities.
- Contextualise workplace learning interventions to optimise outcomes.
- Establish bespoke workplace learning strategies to drive sustained performance improvement.
- Assess impact of workplace learning interventions on organisation's desired outcomes and identify ways to enhance learning effectiveness.
- Formulate coherent proposals for grant considerations.
- Support the development of a coaching culture in the workplace.

## Programme Structure

The course 'Workplace Learning' provides learners keen to support workplace learning in enterprises with the practical know-how of conducting diagnosis of performance issues, implementing bespoke and co-created workplace learning solutions including the creation of a coaching culture, and evaluating their effectiveness to achieve business outcomes.

It also prepares learners with the essential knowledge and skills to reflect critically on their practice and develop effective proposals for grant considerations using authentic case studies, real-life examples, and substantive reflections. The course 'Work-Learn' provides learners with the opportunities to apply what they have learned in authentic situations and bridges the theory-practice nexus.

SUSS-IAL Graduate Certificate		98 hours
Workplace Learning Course (10 CUs)		56 hours
Module 1	A Practitioner's Construct: Identities, Ethics, Communication	
Module 2	Embarking on Workplace Learning	
Module 3	Writing Effective Proposals	
Module 4	Building a Coaching Culture	
Work-Learn Course (5 CUs)		42 hours

Graduates from GCWPL Programme are required to complete 15 credit units (CUs).

## SUSS-IAL GRADUATE CERTIFICATE IN WORKPLACE LEARNING

### Course Fees

SUSS-IAL GCWPL Courses			Fee per course <sup>*</sup>	
Course Code	Course Title	CUs	International (no subsidies)	Singapore Citizen/ Permanent Resident (after SkillsFuture Funding)
501	Workplace Learning Course	10	\$7,000.00	\$2,100.00
502	Work-Learn Course	5	\$3,000.00	\$900.00
Total Course Fees		15	\$10,000.00	\$3,000.00

NOTE:

\* All course fees are subjected to prevailing GST charges

Successful applicants who are Singapore Citizens aged 40 years old and above will be eligible for SkillsFuture Mid-Career Enhanced Subsidy (MCES) of up to 90% of course fees. Refer here for more information: <https://www.skillsfuture.gov.sg/enhancedsubsidy>

### Admission Criteria

Applicants must possess an undergraduate degree or an equivalent qualification from a recognised institution.

In addition, you will need to meet these minimum requirements:

- Possess at least 5 years of industry experience and having managerial/supervisory experience is preferred.
- Possess experience in adult learning facilitation and design is preferred.
- Have good oral and written communication skills
- Good problem-solving skills