

Now Enrolling
for September

Certificate in Housing Studies 2020-2021



Is this Programme for You?

The Certificate in Housing Studies provides housing practitioners, students of public policy and anyone with an interest in housing with a comprehensive introduction to housing services and policy in Ireland. A part-time, accredited programme, it responds to a clear need among staff working in local authorities and in voluntary and co-operative housing organisations for a greater understanding of the major issues in public/social housing. The Certificate in Housing Studies will be of huge benefit to housing practitioners, in both generalist and technical positions in Local Authorities and Approved Housing Bodies. It provides a system-wide induction to public/social housing - an area of huge national importance - in a practical and applied manner. The programme will also appeal to anyone working in related areas who would like to understand the evolution of housing policy in Ireland and the work of those bodies responsible for the delivery of housing policy.

Application Process

Application Deadline: **end-August 2020**. Application forms can be downloaded from the IPA website www.ipa.ie. Completed applications should be submitted by email to undergrad@ipa.ie and will be acknowledged by email upon receipt. Course confirmations will issue by email to confirmed students in early September. Applications must be accompanied by the requisite fee (see page 2).

Programme Delivery

The programme will be delivered online, via live virtual teaching sessions from IPA headquarters to students at their remote location. There will be seven main modules. The modules will be delivered by IPA housing and external specialists. Subject to government guidance, we may be in the position to offer additional face to face teaching if permitted. A second intake of this programme may be offered on the subsequent Friday dates to those listed below should numbers dictate. *The below module/examination dates may be subject to change.*

Module 1:	Thursday 17 September 2020
Module 2:	Thursday 15 October 2020
Module 3:	Thursday 19 November 2020
Module 4:	Thursday 3 December 2020
Module 5:	Thursday 14 January 2021
Module 6:	Thursday 11 February 2021
Module 7:	Thursday 4 March 2021
Examination:	April 2021 (date to be confirmed)

Module Times

Module webinars typically start at 9.00am and finish at 2.00pm.

Entry Requirements

Leaving Certificate. Applicants who are 21 years of age or over may qualify for entry as a mature student. Applicants who do not meet the entry requirements may apply for a Special Case Application Form.

Accreditation

National University of Ireland

Level on National Framework of Qualifications

Level 6 (Special Purpose Award, 15 credits)

Course Fee

€990 (includes NUI matriculation fee, tuition fee, library, examination fee and membership of the IPA).

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INSTITUTE OF PUBLIC
ADMINISTRATION



(01) 2403600



undergrad@ipa.ie



www.ipa.ie

Undergraduate Office, Whitaker School of Government and Management
Institute of Public Administration, 57-61 Lansdowne Road, Dublin D04 TC62

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Course Content

The Certificate consists of seven modules:

- | | |
|---|---|
| <ul style="list-style-type: none">• Housing Services: Statutory Framework• Access to Supported Housing• Affordable Housing and Social Housing Investment• Housing Management | <ul style="list-style-type: none">• Sustainable Communities• Regulation of Housing Sector: AHBs and Private Rental• Housing Policy: Future Directions |
|---|---|

Course Materials

Course notes are provided by the IPA. Further resources and recommended readings are provided online through our learning portal, Moodle, and are also available from the IPA library.

Assessment

Assessment on the Certificate is a mix of continuous assessment and end of year examination.

Progression

Students who successfully complete the Certificate in Housing Studies may progress to the Professional Diploma in Housing Studies.

Payment Arrangements

Fees are payable in one or two instalments: the first on registration and the second by 22 January 2021. Fees can be paid directly into our bank account (preferred method), or by debit or credit card, by cheque or by postal order/bank draft. Please contact the undergrad office to arrange payments.

Where employers are paying fees directly to the IPA, students, when enrolling, must submit a letter from their training or HR officer confirming that fees will be paid directly, and detailing a Purchase Order number (where necessary), and invoice addressee details. Note: A letter stating that fees will be refunded to students at the end of the year will not suffice.

Please note the following “Discontinuing the Course: Refund Policy” as per the **Admissions Policy and Criteria** from the Institute’s [Quality Assurance Policies and Procedures](#).

Students who decide to discontinue a programme within one month of the start date* will have 80% of the tuition fee refunded to them or their employer as appropriate (the IPA will hold 20% of the total tuition fee due). Students who decide to discontinue a programme within 6 weeks of the start date will have 60% of the tuition fee refunded to them or their employer as appropriate (the IPA will hold 40% of the total tuition fee due). There will be no refund subsequent to these dates. Applications for such refunds must be made via email to undergrad@ipa.ie and be received no later than the cut-off dates above.

*The official start date is when the class is granted access to the course via the virtual learning platform (normally two weeks prior to the first live virtual event).

Tax Relief

Students who pay their own fees are eligible under the 1996 Finance Act for tax relief at the standard rate, as the IPA is an appointed institution under the Act. Courses must be longer than one year in duration for students to qualify for tax relief.

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