

For the most up to date information relevant to this year, please visit our website <http://www.ucd.ie/registry/admissions/apply.html>

## Understanding your Certificate

The Certificate programme is intended for you if you are a manager, supervisor, safety representative, or if you have some responsibility for safety and health at work or an interest in safety and health in the workplace. The programme is an introduction to all aspects of safety and health at work. It is a blended online learning programme, delivered between September and May.

## Admission requirements

- Students are normally working adults.
- You should have a minimum of a good level of upper secondary education, be able to write reports and have reasonable computer literacy.
- If your first language is not English then you must demonstrate English language proficiency of IELTS 7.0 (no band less than 6.5 in each element), or equivalent.
- If you can click and watch the E-learning sample lecture, on top of our webpage, <http://www.ucd.ie/cshw/prospectivestudents/> your computer is suitable for the programme.
- Places are offered on a first-come, first-served basis to eligible applicants.

## Mapping your Certificate

- This is a one-year, part-time multi-disciplinary Certificate programme, mapped at level 7 on the National Qualifications Authority of Ireland (NQAI) framework and level 1 UCD.
- The programme introduces a comprehensive range of topics relating to safety and health in the workplace including: legislation; risk and safety management; identification of physical, chemical, psycho-social, and ergonomic hazards; occupational health and occupational safety hazards.
- Lectures are given by leading experts in each topic, from various Schools and Colleges within UCD, other universities, the Irish Health and Safety Authority and public and private sector industries.
- This programme is relevant to individuals with an interest in OSH, and to large companies/organisations who wish to train a cohort of employees, managers and/or supervisors to a consistent standard.
- See the **Certificate in Safety and Health at Work – Video** on the home page of our website for further details: <http://www.ucd.ie/cshw/>.

## Modules

- OSH10010 Principles of Occupational Safety and Health.
- OSH10020 Occupational Health Hazard Management.
- OSH10030 Occupational Safety Hazard Management.
- OSH10040 Occupational Safety and Health Project. \*

\* You will take this module in your own study time, and will receive comprehensive learning materials and tutor support from UCD.

Each module is assessed by assignment and/or examination. When you successfully complete the requirements of all four modules you will be awarded a Certificate.

## Blended learning

Learning takes place through an engaging blend of asynchronous online lectures, attendance in UCD for Tutorials, and online interaction activities. The online lectures are made available weekly and are supported by pre-lecture and post-lecture learning activities.

## Commitment required of students

- You will be expected to participate in all learning activities. You will need to be available on the attendance days as well as taking part in online activities. See key dates.
- You will view a weekly E-lecture (about 1 hour) at a time that suits you each week (asynchronous, which means you don't have to do this at the same time as others).
- You will also need to engage with pre-lecture and post-lecture learning activities and online tutorials, which will take a number of hours each week.
- Your own study time, to complete the assignments and meet the learning outcomes of the programme, will be very personal and will vary between individuals. The majority of past students say that they average 2-3 hours per week.
- Grades are allocated for attendance and in-class tests on tutorial days.

## Career opportunities

When you successfully complete the programme, you will be able to advise management on a range of OSH issues in your workplace. The UCD Certificate in Safety and Health at Work is accredited by the UK Institution of Occupational Safety and Health. Successful candidates will meet the IOSH academic requirements for Associate Membership and Technical Membership. On applying for membership, you will need to be able to demonstrate five years pre and/or post-course experience at an appropriate level in health and safety practice. Further information is available at <http://www.iosh.co.uk>.

# UCD Certificate in Safety and Health at Work

PART-TIME  
UNDERGRADUATE

UCD School of Public Health,  
Physiotherapy and Sports  
Science

Programme Code: CTLSC011  
Major Code: X285

[www.ucd.ie/cshw/](http://www.ucd.ie/cshw/)

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## Programme fees

The fee schedule for all programmes, and further information regarding fees, is available on the UCD Fees website, <http://www.ucd.ie/students/fees/index.html>

## Important information

- If your application is successful, then you will be notified promptly.
- Late applications may be considered if the quota is not reached by applicants who have applied on time.
- The programme is delivered from September to May.

## How to apply

You apply using the UCD online application system. Simply click on <http://www.ucd.ie/registry/admissions/apply.html> and follow the instructions. You will be required to pay an online non-refundable application fee.

## Other programmes that may be of interest to you or one of your colleagues

- Higher Diploma in Safety, Health and Welfare at Work
- Graduate Diploma/MSc in Occupational Safety and Health
- Professional Certificate in Environmental Management

Information sheets about these programmes are available from our website, <http://www.ucd.ie/cshw/> or email [cshw@ucd.ie](mailto:cshw@ucd.ie)

## English language requirements

- If your first language is not English and your primary qualification was obtained in a country where English is not the official language of instruction, you must provide proof of proficiency in English such as IELTS or TOEFL.
- You must submit the original certificate of completion of an English language test with your application.
- For IELTS (International English Language Testing System – Academic): a minimum overall band score of 7.0 is required with a result not less than 6.5 in each of the individual sections.
- For TOEFL (Test of English as a Foreign Language): Internet Based Test: a minimum total score of 100 out of 120 is required, with Score not less than 22 in Reading and Listening, not less than in Speaking and not less than 24 in the Written Test.
- For the Paper Based Test: A minimum total score of 600 is required with a score not less than 5.0 in the Test of Written English.
- Test results must not be more than 2 years old.

## Key Provisional Dates

*Closing date for applications*  
July 27th, 2018

*First day in UCD*  
September 28th, 2018

*Other days in UCD*  
November 30th, 2018  
March 1st, 2019  
May 3rd, 2019

Provisional dates are unlikely to change but will be confirmed in July 2018.

Late applicants may be considered if the quota is not reached by applicants who have applied on time.

## Certificate in Safety and Health at Work (CertSHW)

**Vision:** the education of working professional adults to be capable of integrating occupational safety and health management solutions into their workplace.

**Mission statement:** the programme provides a high-quality, educational experience for working professional adults, through blended online delivery and engagement with leading experts, tutors and peers to advise on up-to-date health and safety principles, practice and legal frameworks in their workplace.

## Further information

E-mail: [cshw@ucd.ie](mailto:cshw@ucd.ie)  
Tel: + 353 1 716 3420  
Web: <http://www.ucd.ie/cshw/>

UCD ONLINE