



Regulation of the Operation of the Special Study Program of Pedagogical and Teaching Training Certification

Approved according to decision no. 257/24-9-2021 of the Senate of the University of Thessaly)

Subject 1

Purpose of operation of the Program

1. The certification of pedagogical and didactic competence in the pedagogical and didactic field of the natural environment, construction technology and object design is considered necessary, in order to strengthen the public and private education of the country with scientifically suitable and sufficiently qualified teaching staff. The graduates of the Department of Forestry, Wood Sciences and Design of the University of Thessaly (UTH) who will have attended the said program will acquire the necessary resources to be able to offer their services through the application of innovative approaches in the pedagogy of natural environment, construction technology and object design in the educational units to be appointed.
2. The Pedagogical and Teaching Training Program of the Department of Forestry, Wood Sciences and Design aims at the professional development of its graduates in the field of Primary and Secondary Education and Vocational Training, who acquire the skills to use the principles of Pedagogy and Teaching and to be able to manage phenomena that arise in the educational environment. In particular, the graduates of the Department of Forestry, Wood Sciences and Design, through the knowledge and skills they will develop within the framework of the Program, are expected to be able to utilize innovative practices, methods, methodologies, means and tools, in order to enrich and strengthen the learning process related to the study and utilization of the natural environment, as well as the fuller utilization of wood and its derivatives.

Subject 2

How to participate in the Program

1. The Pedagogical and Teaching Training Program of the Department of Forestry, Wood Sciences and Design can be attended by undergraduate students of the Department who wish to obtain a Certificate of Pedagogy and Teaching Proficiency.
2. The maximum number of students who join the P.I.D.I. Program annually. amounts to **twenty (20)**.
3. The Pedagogical and Teaching Training Program offered free of charge.

Subject 3

Participation of students

1. The students of the Department of Forestry, Wood Sciences and Design, with the Academic Year of admission 2021-2022 onwards, attend the courses of the undergraduate study cycle in accordance with what is described in the Department's Study Guide.
2. The undergraduate students, after being selected to participate in the Pedagogical and Teaching Training Program. - through procedures defined in subject 4 hereof - declare courses from the list included in the Pedagogical and Teaching Training Program. and in accordance with Subject 5 hereof. After they have accumulated the necessary number of Credit Units (30 ECTS) to receive the Certificate of Pedagogical and Teaching Training Program, they are entitled to apply for its issuance. After the completion of their studies, the students who attended the Pedagogical and Teaching Training Program will receive the Certificate together with their Degree. The form of the granted certificate is determined by the legislation and by decisions of the competent collective bodies of the Foundation.

3. The duration of studies in the Pedagogical and Teaching Training Program is five (5) semesters and is implemented alongside the undergraduate studies in the Department of Forestry, Wood Sciences and Design. Students can attend the Pedagogical and Teaching Training Program. from the 3rd semester of studies onwards after applying to the Department Secretariat during the course registration period. If the number of applications is not completed, it is possible for the Coordinator of the P.I.D.I.K. to accept applications from students of older semesters. Each semester includes at least 13 full weeks for teaching and 2 weeks for exams. The start and end of each semester is defined by the respective academic calendar, according to a relevant decision of the Senate of the University of Thessaly.

Subject 4

Selection and scoring process and criteria

1. In September of each Academic Year, the Department of Forestry, Wood Sciences and Design publishes a call for expressions of interest for the selection of undergraduate students of the Department, who wish to attend the Pedagogical and Teaching Training Program.
The application of the interested students is accompanied by a copy of the detailed score of the Undergraduate Studies Program.
2. The application of the candidates together with the above supporting documents is submitted exclusively in electronic form to the Secretariat of the Department of Forestry, Wood Sciences and Design.
3. The selection of candidates who will enroll in the Pedagogical and Teaching Training Program. per academic year is based on the ranking order of the number of credits obtained from the average of the courses of the 1st to 5th semester of studies that the students have successfully completed. In any case, the number of courses which successfully completed must not be less than **twenty (20)**.
4. For the evaluation of the candidates' dossiers, the Assembly of the Department of Forestry, Wood Sciences and Design appoints every June, a Coordinating Committee consisting of five (5) Faculty members of the Department, with a subject of knowledge and research or education project related to the scientific fields of the Pedagogical and Teaching Training Program. In the Coordinating Committee participates and is chaired by the Program Coordinator Pedagogical and Teaching Training Program and his Deputy. The final list of successful candidates is formed by the evaluative ranking of the twenty (20) candidates and is validated by the General Assembly of the Department, before the start of classes according to the academic calendar. In the event of a tie for the last candidates and with the exception of the prescribed twenty (20) places, all candidates with equal grades are included.
5. The announcement of the evaluation and admission results of the candidates, who can attend the Pedagogical and Teaching Training Program, takes place before the start of the winter semester courses.

Subject 5

Structure of the program

1. The Pedagogical and Teaching Training Program focuses on providing prospective teachers in PE 14.05 (Forestry and Natural Environment) with the scientific knowledge and resources they need to help prepare active citizens. This is achieved by training them in the use of modern learning environments, so that prospective teachers acquire the ability to enhance the all-round development of the personality of their students, through the cultivation of cognitive, emotional, social and metacognitive skills.
2. The undergraduate students who participate in the Pedagogical and Teaching Training Program attend specific courses of the Program, which they choose with their declaration at the Secretariat of the Department of Forestry, Wood Sciences and Design, during their studies in the first cycle of studies. In particular, in the Department's Study Guide there is a detailed description of the courses of the Pedagogical and Teaching Training Program, the way of declaring them, the teaching hours, their outlines and the corresponding structure, as well as the credit units (ECTS) of each course.
3. In order to receive the Certificate of Pedagogical and Teaching Training Program from the Department of Forestry, Wood Sciences and Design, it is necessary to accumulate 30 credits (ECTS), included in three subject areas:
 - i. Education and training issues
 - ii. Learning and teaching issues

iii. Special teaching and practical training

The table below includes the mandatory courses of the Pedagogical and Teaching Training Program. during the **five (5) semesters**, their type, academic semester of instruction (3-10) and Credit Units (ECTS) of the courses respectively.

Course	Semester	Theory/laboratory/ Practical training	ECTS
SUBJECT AREA: Education and training issues			
1. Sociology of Education and Pedagogical Practices	VI	Theory	4
2. History of Education and Pedagogical Ideas	VII	Theory	2
3. Teaching Learning Skills in Education	VII	Theory	4
SUBJECT AREA: Learning and teaching issues			
4. Communication in Education	VIII	Theory	3
5. Applications of Digital Technologies in Teaching	IX	Theory	4
6. Organization and Management of Educational Units	IX	Theory	3
SUBJECT AREA: Special teaching and practical training			
7. Environmental Education	VIII	Theory	4
8. Environmental Ethics	VIII	Theory	4
Teaching Internship / Practical training	X	Practical Training	2
TOTAL			30

Subject 6

Method of assigning teaching to the Program

The assignment of the teaching of the courses is done by decision of the General Assembly of the Department of Forestry, Wood Sciences and Design to faculty members, coming in priority from the Department, and to adjunctive lecturers, which have relevance of a knowledge object, research or educational project to the Pedagogical and Teaching Training Program. Also, the teaching of courses may be assigned to corresponding staff of other Departments or of the Faculty of Arts. either from other HEIs or to scientists of recognized prestige with a subject, research or educational project related to the content of these courses.

Subject 7

Studies

1. The courses of the Pedagogical and Teaching Training Program are offered according to the timetable of courses for the Undergraduate Study Program of the Department of Forestry, Wood Science and Design, and have a duration of five (5) academic semesters. In all courses, the physical presence of students is required for 80% of the teaching weeks.
2. The teaching of the courses is carried out live, in the facilities of University of Thessaly. Also, in the context of asynchronous distance learning, the Foundation's e-Class platform will be used. Attendance is compulsory, i.e. it is required to attend the academic lectures for life, as well as to prepare the Teaching Internship. During the Teaching Internship, the presence of the students is mandatory. In cases of emergency and in accordance with the decisions of the Senate of the University of Thessaly, distance education will be implemented.
3. The preparation of the Teaching Internship is carried out in units of Primary and Secondary Education (13 weeks x 2 hours = 26 hours) for life. The content and conditions of conducting and evaluation are described in detail in the Department's Study Guide. Distance education, within the framework of the Teaching Internship, will be implemented in cases of emergency and in accordance with the instructions of the Ministry of Education and Religious Affairs.
4. The students attend the courses within the framework of the Undergraduate Study Program, and are examined in the examination periods, according to the Department's Study Guide and as they are formed based on the academic calendar of University of Thessaly. Undergraduate students who have been selected and attend the Pedagogical and Teaching Training Program, have the possibility to participate in two (2) examination periods for each semester, according to the academic calendar of University of Thessaly. If they do not meet the requirements to pass a course, they will have to re-register for that course and be re-examined during the next

examination period, when it is scheduled to be assessed. The total participation time of the students in the Pedagogical and Teaching Training Program it cannot be extended beyond the limit of six (6) academic semesters. Exceeding the limit of six (6) academic semesters constitutes automatic deletion of the student from the Pedagogical and Teaching Training Program.

5. The grading system in each course is determined by the teachers, who are obliged to organize written and/or oral exams at their discretion and/or rely on tasks, activities and/or exercises. The overall score of the students results from the evaluation of all the above elements, as well as from the overall participation of the students in each course. The rating scale is based on "5" and excellent on "10". The score is submitted to the sis-web platform of the University of Thessaly.
6. Completion of the Pedagogical and Teaching Training Program consists of successfully attending all courses that accumulate the required thirty (30) credits (ECTS).
5. Students, who wish to interrupt their studies in the Program, submit a request for interruption to the Department Secretariat, who informs the Coordinator of Pedagogical and Teaching Training Program.

Subject 8

Teaching Internship / Practical Training

1. The preparation of the Teaching Internship takes place in primary and secondary school units, with the live and direct participation of the students.
2. The Teaching Internship contains:
 - i. Monitoring the teaching of courses in the field of the environment or courses of a related subject, in the educational units.
 - ii. Organization of lesson plans for teaching internship with the use of modern teaching methods and with the use and application of digital technologies in the teaching internship.
 - iii. Implementation of teaching in the school unit.
 - iv. Evaluation of teaching through the use of special tools (for example questionnaires, graded criteria scales, rubrics).
3. In particular, the Teaching Internship includes the following activities:
 - 3.1 Update on the Teaching Internship system (2 hours) – It is presented and described in detail by the Coordinator of Pedagogical and Teaching Training Program the entire network of Teaching Internship activities to the students.
 - 3.2 Analysis and Practical Application of Microtutorials (2 hours) – Analysis, practical application and correction of the teaching structure form completed by the student.
 - 3.3 Implementation of Microtutorials (6 hours) – Teaching by the student lasting 15 minutes, with two different teaching methods, in the presence of a group of five (5) students, which is videotaped.
 - 3.4 Attending Microtutorials (4 hours) – You watch the video recording (15 minutes) followed by a discussion/reflection (15 minutes) on the watched-screened teaching.
 - 3.5 Conduct of Preliminary Teachings (4 hours) – Teaching by the student lasting 30 minutes, with two different teaching methods, in the presence of a group of five (5) students.
 - 3.6 Attendance of Preliminary Teachings (3 hours) – Discussion-reflection (15 minutes) on the observed-projected teaching.
 - 3.7 Attendance in School Units (4 hours) – Attending four (4) lessons of at least two (2) classes teachers in a school unit.
 - 3.8 Carrying out Graduate Teaching (1 hour) – Teaching carried out by the student in a real school classroom, with a teaching method of his choice, under the supervision of the class teacher, or the teacher of the school unit, or the director of the school unit with pedagogical training.
4. The coordinator of the Pedagogical and Teaching Training Program is responsible for the preparation of the Teaching Internship. The Coordinator is obliged to define the time intervals of the Teaching Internship, in consultation with the Directors of the educational units. Also, the Coordinator organizes and allocates to the students the relevant available positions provided by the educational units. Finally, the Coordinator is responsible for resolving any issue related to the drafting of the Teaching Internship.

Subject 9
Coordination of the Program

1. The operation of the Pedagogical and Teaching Training Program coordinated by its **Coordinator** or, in case of an obstacle, by the **Coordinator's Deputy**. The positions of the Coordinator and the Deputy Coordinator are distributed by the General Assembly of the Department of Forestry, Wood Sciences and Design, among the Faculty members of the Department, based on the relevance of their subject, research or educational work. The term of office of the Coordinator and his Deputy is three years, with no restrictions on its renewal.
2. The responsibilities and duties of the Coordinator, apart from those expressly mentioned in the articles of this Regulation, also include individual duties. Such is the preparation of proposals to the General Assembly of the Department for issues concerning the smooth operation of the Pedagogical and Teaching Training Program. In addition, the Coordinator is charged with the task of securing permits in a timely manner, in order to prepare without problems the Teaching Internship in units of primary and secondary Education.
3. The Program Coordinator is supported at the administrative level by the Secretariat of the Department of Forestry, Wood Sciences and Design.

Subject 10
Procedure for granting a Certificate of Pedagogy and Teaching Training Program

1. After the successful completion of the attendance of all the courses and the Teaching Internship of the Program, the Certificate of Pedagogical and Teaching Proficiency is granted (a model is attached in the Appendix hereto). The granting of the Certificate takes place at the same time as the awarding of the degree and the completion of the first study cycle of the Department.
2. The type of Certificate granted is determined by legislation and in accordance with decisions of the competent collective bodies of the Foundation.

Subject 11
Other provisions

Any issue that arises in the future that is not covered by the relevant legislation or the present Operating Regulations of the Special Study Program for the Certification of Pedagogical and Teaching Training Program, will be dealt with by decisions of the General Assembly of the Department and the Senate of the University of Thessaly, with an amendment of Regulation and publication in the Government Gazette.

ANNEX

Model Certificate of Pedagogy and Teaching Proficiency Department of Forestry, Wood Sciences and Design, University of Thessaly

