MIPP Award in Still Photography – Further Regulations

1. The Award consists of 4 Modules comprising a total of 100 learning hours. These are split up as follows:

Contact Hours: 56 Self Study Work Hours: 40 Assessment Hours: 4

2. After the completion of the full course, the successful Learner will be awarded the **MIPP Award in Still Photography Certificate**. This certificate is approved by the NCFHE and is accredited with a **Level 3** certification. Learners must successfully complete all four course Modules and assessment criteria.

3. To gain the certification, the Learner must pass all levels of assessment according to the course details. Part of the assessment consists of submitting a final project made up of a panel of 20 images on a tutor-approved chosen theme. For the purpose of this panel, the current MIPP rules and regulations for LMIPP submissions or higher are to be followed as a guideline: http://mipp-malta.com/wp-content/uploads/MIPP-Qualifications-Regulations Ver3.0-KC05022017.pdf. The main difference is that the panel will consist of digital images and not prints. A reflective journal must be kept by all learners and this forms part of the obligatory task submissions.

4. Attendance records will be strictly kept and Learners who do not attend for more than 80% of the contact and assessment hours will not gain the Award.

5. A deposit is to be paid on application. The full course fee is to be paid when enrolment is accepted by the MIPP. Acceptance of enrolment (or otherwise) will be notified within a maximum of 30 days from application submission deadline.

6. Applicants must be sixteen years or over at the start date of the course.

7. Applicants must submit a copy of their ID card (both sides) or their passport and copies of any other academic certificates they possess.

8. All applicants will be interviewed in order to evaluate their fitness for the purpose of this course.

9. During the initial interview, all applicants must submit a digital portfolio of 20 JPG images which must show a cross section of their best work.

10. All applications must be submitted on the MIPP official Course application form **(form C1.)**

11. The submission and signing of the application form by the applicant signifies that he/she will strictly abide to these regulations and the course structure.

12. Should a Learner request a **Revision of Assessment**, this can be done through official MIPP channels. A fee of €50 is to be paid on application for this 2nd assessment.

This assessment will be conducted by an **Independent Board** consisting of an independent assessor and two other committee members. All members of this board will be chosen by the MIPP Executive Committee and must not be associated with the running of the course. This board will be appointed prior to the commencement of each MIPP accredited course. Replies by this board will be issued within one month of any objection or appeal being filed.

13. Learners who might have any comments or complaints on any aspect of the running of the Award must file their communication in writing to the MIPP Secretary. Comments can be against tutors, fellow students, intolerance, discrimination or fraud of any kind. Such comments will be reviewed by the same 3 member Independent Board responsible for revision of assessments.

14. Should a Learner's submission be incomplete by the announced, original final deadline, the Learner, in justifiable circumstances, may be granted a **Referral.** The Referral will be of one month duration from the original final submission deadline date. The MIPP Independent Board will review each case and recommend if this is justified. In such case, and if the subsequent work is deemed to be of the required level, the learner can only obtain a pass mark. An administrative fee of €50 is to be paid by the Learner. Failure to submit all work required, by the referral deadline, will automatically fail the Learner.

15. The MIPP Executive Committee reserves the right to reject any application. This process will be done during an official Committee meeting and the decision taken through a majority vote.

16. Should the required number of applicants not be attained, the MIPP reserves the right to cancel the course. All prospective applicants will be individually informed.

17. The deadline for applications is the 30th of January of each year.

18. The full course fee of the four Modules, for MIPP members, is of €350. Non Members pay €450. In all cases, the deposit is €200. Prices are subject to change on a year to year basis.

19. Applicants must be in possession of a Digital SLR camera as well as have access to an approved digital post processing programme.

20. If necessary, courses will be run in the English Language and will be held on a part-time basis mainly in the evenings, starting at 06.30 pm. Several hands-on practical workshops will be conducted during daytime – the dates of such workshops will be announced in the programme schedule.

21. **Criteria:** On successful course completion, and in line with NCFHE regulations, students will receive documentation explaining the context, MQF level, amount of learning credit, content and status of the qualification gained. Locally accredited full qualifications at Further Education levels will reference achieved learning outcomes.

22. **Method of Assessment:** Learners will be assessed through the following methods:

a) An initial portfolio submitted by the student at the beginning of the course.

b) Ongoing assessment of student performance, both in class and particularly during workshops.

c) Specific assessment sessions carried out by the main tutor and other guest tutors in order to gauge the students' work in progress and give feedback.

d) Student attendance levels (minimum 80%).

d) A digital reflective journal which must be kept by each student. The journal will be regularly assessed by the tutor so as to gauge the path and the extent of research and self-study employed by the student develop his/her photography.

Task marks will be awarded as follows:

Initial Learner Portfolio: 10%

Ongoing Assessment & Practical Workshops: 30%

Final Themed Portfolio: 30%

Power Point Presentation: 10%

Reflective Diary (Journal): 20%

Grading Parameters:

PASS (P): 50 -70

MERIT (M): 71- 80

DISTINCTION (D): 81-100

Notes:

a) All assessments will be carried out by the main tutor in collaboration with a second verifier appointed by the MIPP Committee.

b) For the purpose of this award, Learners are to always submit pictorial images in JPG format, 2000 pixels longest side at no less than 2mb and not more than 3mb.

National Commission for Further and Higher Education Malta

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