



New Zealand Diploma in Building Surveying (Level 6)



Domestic fee: \$6,897

This programme is **not** available to international students.

Compulsory student levy >
StudyLink >

*Fees are approximate, subject to change and exchange rates

Location	Throughout New Zealand
Duration	Two years alongside full-time employment
Delivery	Online learning and facilitated block courses integrated with supervised workplace learning and experience

Credits	240
Level	6
Start	January

For those employed by BCA in a technical role

Are you employed in a Building Surveying environment and need to gain this qualification to meet Regulation 18?

This programme is **only open** to those engaged in Building Consenting Authority employment (or an equivalent environment) who need to gain this qualification to meet Regulation 18 of the Building (Accreditation of Building Consent Authorities) Regulations 2006. It can be completed whilst in employment.

Regulation 18 requires Building Consent Authorities to have a system in place to ensure that technical staff have, or are “working towards having an appropriate New Zealand qualification within a reasonable time frame”.

This Diploma is the minimum qualification needed for employment as a Building Control Officer in both the public and private sector.

Learners will attend block courses offered at different locations throughout New Zealand to minimise travel. Run by expert facilitators, these will cover theoretical knowledge and will be supplemented with online learning. This will integrate with your workplace learning and experience. You will be required to manage your own practical field trips and site visit requirements in order to achieve your assessments.

Otago Polytechnic is offering this programme under a sub-contract arrangement in partnership with Future Skills, BOINZ (Building Officials Institute of New Zealand) and Skills

Entry requirements

> This programme is only open to those engaged in Building Consent Authority employment (or an equivalent environment).

> It is not available for international students.

General admission - Academic and English requirements

Applicants must have:

- > a minimum of 50 NCEA credits at Level 2 or above, including 12 credits in English or a related subject at Level 2 or above, and a minimum of 10 numeracy credits at Level 1 or above, OR
- > be able to demonstrate equivalent knowledge or skills.

The following are deemed to provide equivalent knowledge and skills:

- > a maximum total of 16 in best four, Sixth Form Certificate subjects including English or a related subject, OR
- > completion of a trades qualification at Level 3 or above using English as the language of instruction, OR
- > completion of the New Zealand Certificate in Building Regulatory Environment (Level 4).

If English is not your first language, you must provide:

- > New Zealand University Entrance OR
- > Overall Academic IELTS 6.0 with no individual band score lower than 5.5 (achieved in one test completed in the last two years), OR
- > Acceptable alternative evidence of the required IELTS (see here for NZQA proficiency table and here for list of recognised proficiency tests).

Special admission

Applicants must have:

- > attained the age of 20 years on or before the first day of the semester in which study for the Diploma is to commence, AND
- > provided sufficient evidence of aptitude or appropriate work or other life experience that would indicate a successful outcome in the qualification. This can be provided with written evidence, an interview, referee checks or a combination of these.

Special admission applicants for whom English is an additional language (EAL) may be required to provide evidence that they have an appropriate level of English proficiency for Diploma study at Level 6. The English language requirements for international students are a guide to the language level requirements of this programme. For acceptable evidence, click here.

A score test in the Otago Polytechnic Internal English Proficiency Test, equivalent to that required for international students is deemed as sufficient evidence of competency.

Those EAL students who are identified as at-risk learners may be required to undertake supplementary tuition in English language to ensure success.

Provisional admission

Applicants aged under 20 years who do not meet the entry requirements but who can demonstrate a reasonable chance of success through other educational attainment and/or work/life experience may be eligible for provisional entry at the discretion of the Academic Director or designated nominee.

In-employment admission requirements

Applicants must meet either the General Admission or Special Admission requirements and provide evidence from their employer that confirms the applicant is employed in a technical role in the field of building control and that the employing organisation is able to provide a range of duties, hours of work, technical supervision, and observational assessment by a technically-competent officer* to ensure that the requirements of the qualification are met. The minimum related hours of work for year one are 574 hours. The minimum hours of work for year two are 502.

Employing organisations that are considered to meet the work requirements on the in-employment option include:

- > Building Consent Authorities (BCA),
- > organisations carrying out the building control technical functions of processing, inspections and certification on behalf of a BCA, and
- > organisations that can provide building control technical expertise and have a recognised quality assurance programme in place.

Applications will be considered where there is a written offer of employment or an internship agreement from the employing organisation.

*As defined by The Building (Accreditation of Building Consent Authorities) Regulations 2006

Selection criteria

If there are more applications than places available, candidates will be prioritised based on the level of industry experience and academic achievement with greater priority given to people with relevant industry

experience and people who have completed the New Zealand Certificate in Building Regulatory Environment (Level 4). An interview will normally take place to ascertain and/or confirm industry experience. Alternatively, referee checks may be used.

Pathways into this programme

Learners may have completed a qualification in a related discipline. The New Zealand Certificate in Building Regulatory Environment (Level 4) provides a pathway into this Diploma programme. Where English proficiency does not meet the required IELTS level, learners may pathway to this qualification by completing the New Zealand Certificate in English Language (Level 3 or 4) which are available at Otago Polytechnic.

Your workload

It is expected that you will study for 26 hours per week. There are 46 teaching weeks per year. On average this includes 6 hours per week in structured directed learning, 11.5 hours in an applied workplace or learning environment and 8.5 hours per week in self-directed study.

Graduate outcomes

Graduates will be able to:

- > analyse documentation to determine compliance with the New Zealand Building Code
- > inspect and evaluate building and building work to confirm compliance with the New Zealand Building Code
- > analyse documentation to compile an evidential file to conclude the certification process
- > communicate with customers and colleagues to analyse and resolve complex problems, applying professional, ethical, social and cultural practices in all aspects of their work
- > apply risk management strategies and processes used by regulatory authorities to ensure compliance with the Building Act
- > practice within recognised competency and professional development frameworks
- > manage effective and systematic record keeping processes to meet all regulatory requirements
- > apply knowledge of the regulatory framework to practice and manage the required technical, administrative and regulatory functions
- > apply knowledge of building materials and building construction systems
- > investigate and compile an evidence portfolio to support judicial proceedings relating to the Building Act.

Graduates will have an e-portfolio of evidence containing learning activities and assessments they have completed during the qualification.

Courses

Throughout this programme of learning, all courses will conform to the best industry practice and adhere to current relevant New Zealand legislation, regulations and codes of practice including:

- > the Building Act and associated legislation
- > all clauses of the New Zealand Building Code
- > the Acceptable Solutions and Verification Methods and relevant Standards.

The programme comprises twelve **compulsory** courses totalling 240 credits.

YEAR ONE (All Level 5) Course name	Course description	Credits
Building Construction, Materials and Systems	Develop an understanding of the current common principles of building construction, materials and systems	15
Regulatory Environment	Develop an understanding of the responsibilities of a building surveyor within a building regulatory context	30
BCA Environment	Acquire skills and attributes to apply risk management strategies and processes used by regulatory authorities to ensure compliance with the Building Act	15
Building Code and Acceptable Building Solutions applying to Small Buildings - Part A	Acquire skills and attributes to apply the NZ Building Code to small buildings	15

Plan Processing - Small Buildings	Acquire skills and attributes to analyse documentation to determine compliance with the NZ Building Code for small buildings	15
Site Inspections	Acquire skills and attributes to inspect and evaluate buildings and building work to confirm compliance with the consented plans	15
Building Code and Acceptable Building Solutions applying to Small Buildings - Part B	Acquire skills and attributes to apply the NZ Building Code to small buildings	15
YEAR TWO (All Level 6) Course name	Course description	Credits
Building Code and Acceptable Building Solutions: Large Buildings	Acquire skills and attributes to apply the NZ Building Code to large buildings	30
Plan Processing - Large Buildings	Acquire skills and attributes to analyse documentation to determine compliance with the NZ Building Code for large buildings	15
Other Statutory Provisions	Acquire skills and attributes to complete processing, inspection and certification tasks for other provisions in the Building Act	30
Judicial Proceedings	Acquire skills and attributes to investigate and compile an evidence portfolio to support judicial proceedings relating to the Building Act	15
Final Site Inspections	Have the capabilities and competencies to make informed decisions and to perform the functions, roles and responsibilities of a building surveyor within the building regulatory context	30
TOTAL		240

Further study options

This programme can lead to further study at a bachelors' level in a related discipline.

Student loans and allowances

Student loans and allowances are for **domestic students** who have lived in New Zealand for three years. For information about student loans and allowances please visit the Studylink website. It is important to apply for your student loan/allowance **at the same time** as you apply for this programme, due to the length of time Studylink take to process. Loan/allowance applications can be cancelled at any time if you decide to withdraw your programme application or if it is unsuccessful.

Disclaimer

While every effort is made to ensure that this sheet is accurate, Otago Polytechnic reserves the right to amend, alter or withdraw any of the contained information. The fees shown in this document are indicative ONLY. Both domestic and international fees are subject to change and are dependent on the development and implementation of Government policies. Please note that additional fees may from time to time be required for external examination, NZQA fees and/or additional material fees.

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