



# New Zealand Certificate in Computing (Intermediate User) (Level 3)



## Domestic fee

> \$3,960

## International fee

> \$11,730

Compulsory student levy >  
StudyLink >

\*Fees are approximate, subject to change and exchange rates

Location	Dunedin
Duration	One semester full-time; one year part-time
Delivery	On campus

Credits	60
Level	3
Start	February and July
Apply	Until start date

## Want to gain a firm grasp of IT foundation skills?

The IT industry may be constantly evolving, but one thing is certain - it is definitely here to stay - and this programme will enable you to gain knowledge of the industry.

Learn about a variety of topics within the computer field, acquire essential skills towards becoming an IT professional and take the opportunity to explore and establish an understanding of a range of computer concepts.

Computing skills are now fundamental life skills and there are currently far more IT-related jobs than there are graduates. Employers are desperate for individuals with a good awareness of the industry and a willingness to continue developing new skills. IT is a global industry and the right qualification will create a whole world of opportunities for you. With further study, career possibilities are diverse and include business computing, network administration, technical support, hardware, software, database, web development and much more.

You can study this programme at our Dunedin Campus or online via eCampus.

### Entry requirements

- > There are no academic entry criteria.
- > It is preferred that learners hold the New Zealand Certificate in Computing (User Fundamentals) (Level 2), or equivalent knowledge, skills and experience.
- > International students will be individually assessed to ensure you are ready for this study.
- > If English is not your first language, you must provide:
  - > New Zealand University Entrance OR
  - > Overall Academic IELTS 5.0 with no individual band score lower than 5.0 (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).

If you need to improve your English Language skills, we offer a wide range of English programmes.

#### Selection procedure

All applicants who meet the entry requirements will be accepted unless the number of applications exceeds the available places. In this case, a waitlist will be used.

#### Additional documentation

You must supply certified copies of proof of identify, academic records and proof of residency (where appropriate).

#### Additional costs

There are no additional costs associated with this programme.

#### Further study options

Advance your skills and expand your employment potential with the New Zealand Certificate in Information Technology Essentials (Level 4) and the Bachelor of Information Technology. We offer the Level 4 Certificate on campus in Dunedin or online via the TANZ eCampus.

#### Course content

Consisting of four compulsory courses, this programme is designed to enhance readiness for further study in computing and related fields. There is a philosophy of "applied learning" throughout the Certificate and you will undertake tasks that are based on what actually happens in the IT industry; this enables you to fully understand the task that you are completing and to comprehend how your learning is relevant to your success within the industry.

Course name	Course description	Level	Credits
Industry skills	Communicate professionally and demonstrate capability to meet specified outcomes in an IT professional context.	3	15
Software skills	Produce professional documents, using appropriate software applications, for specified purposes within an IT industry context.	3	15
Device essentials	Use and maintain digital devices effectively in order to meet specified outcomes in an IT professional context.	3	15
Applied tools	Use appropriate software tools to function effectively within an IT industry context.	3	15
Total			60

#### Your workload

This programme is delivered through 16 hours of classes per week for 17 weeks. You will be in small classes of around 15 students with excellent equipment and great staff. In addition, you will need to spend up to 12 hours per week in self-directed study (assignments and review work).

#### Student loans/allowances

Student loans and allowances are for domestic students only. 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.

#### Recognition of prior learning

If you have extensive knowledge and skills due to practical experience in this area, enquire about our recognition of prior learning process at Capable NZ. You may have already gained credits towards this qualification.

#### 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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