

# New Zealand Certificate in Study and Career Preparation (Level 4) (60 Credits)



*This is the qualification that will launch your new future*

## **Leads to ...**

employment or further education in learners selected focus area. Learners will be able to examine possible employment and career pathways of interest to them and prepare to move into these.

## **Entry Criteria**

There is open entry to this programme, learners must demonstrate a reasonable likelihood of success. Evidence of this may be required, in the form of Communication and English standards/achievement standards at level 2 or above, or the demonstration of equivalent knowledge and skills. Learners will also need to meet legal and health requirements to carry out the practical components of any course component they elect. Learners who have English as a second language must achieve an IELTS Academic score of 5.5 with no band score lower than 5 in one test event or current NZQA English language equivalent. All applicants will be required to complete an Enrolment Form and may be interviewed in person or via Skype to evaluate their suitability for the programme.

## **What you can expect?**

Enjoyable and friendly small active group learning sessions taught by outstanding educational facilitators who will focus on your individual interests and goals along with guest speakers, experiences and visits to workplaces and places of interest that relate to and support your learning.

## **Programme Objective**

The objective of this programme is to develop learners for employment and or accelerate their progress into further education at a higher level. Learners will be able to examine possible employment options and career pathways of interest to them and experience these during this programme. At the end of the programme learners will be able to consistently demonstrate the NZQA determined graduate profile. Learners targeted are those who aspire to develop careers or employment in the Health, Sport, Creative Arts, Agriculture, Horticulture, Business, Education, Social Science, Science or Vocational or Trades areas in New Zealand or other international settings.



## Programme Content

The programme includes learning about and experiencing different learning strategies, communication, workplace and study skills which include learning styles, decision making, setting goals and objectives, planning, evaluating, listening, questioning, explaining, describing, searching, editing, recording, paraphrasing, assertive strategies, form completing, presenting, Curriculum Vitae writing, interview presentations, management of own learning, group leadership, group followership, increasing knowledge of yourself self, community, government, study and workplace, communicating in Te Ao Māori appropriate to workplaces and study settings. The programme focusses on capabilities used in the 'real world'. Paper content includes the following topics: locating historical and current knowledge, identifying, and demonstrating-performing key skills, implementing a capability, performance, inquiry, product or event, evaluating own performance and creating a realistic ongoing career plan in a selected career pathway area.

### Paper Summary

Paper Code	Papers	Credits	Level
DPM401	Social Competencies	15	4
DPM402	Core Competencies	15	4
DPM403	Career Pathway Project 1	15	4
DPM404	Career Pathway Project 2	15	4

<b>Duration</b>	<b>20 weeks</b>
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### Programme may be studied part-time

There are no secrets to success. It is the result of preparation and hard work.

**Colin Powell**

### Programme Owner



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