



New Zealand
Tertiary College

HEALTH AND WELLBEING PROSPECTUS



Empowering our
students to care, educate
and serve meaningfully
and effectively

New Zealand Tertiary College (NZTC) was founded in 1982. Since then, we have gained significant professional recognition for our graduates and New Zealand Qualifications Authority (NZQA) approval for our programs.

NZTC is committed to providing comprehensive and professional programs to support the healthcare sector in New Zealand and beyond.



WELCOME TO NEW ZEALAND TERTIARY COLLEGE

Our mission is to empower you with the knowledge, beliefs, skills and attitude that will enable you to achieve your full potential as a caregiver in the healthcare sector. In choosing New Zealand Tertiary College as your place of study, you choose a college with a long history and tradition of commitment to providing outstanding programs.

We guide our students to be the very best that they can be while we are guided by our values of *Vision*, *Heart*, *Competence* and *Spirit*, which are at the core of our college and are a fundamental part of our identity.

Whether you are new to tertiary study or looking to upskill with a New Zealand Qualifications Authority approved program, we offer study options to support your learning style and lifestyle.

We are committed to supporting you through your health and wellbeing study journey by providing flexible learning modes with a strong focus on the practical.

Welcome to New Zealand Tertiary College – we look forward to getting to know you in your professional journey.



WELCOME TO NZTC

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MISSION STATEMENT AND VALUES

Passionate about our commitment to providing outstanding programs, we are guided by our mission statement which provides a clear direction for our present and future activities.

We keep our values close to our heart. They underpin our mission statement and act as everyday reminders of our priorities in every thought, decision, responsibility and task we undertake at and through the college.

MISSION STATEMENT

New Zealand Tertiary College values people and is committed to empowering students to care, educate and serve meaningfully and effectively by providing comprehensive and professional programs.

NZTC VALUES



VISION - TE MATA

Guided by deep care and respect for the vulnerable and recognising their potential unique needs we are encouraged to look to the future and dedicated to the best outcomes for those whose lives we touch.



HEART - NGAKĀU

With heart and kindness we celebrate and embrace people and their diverse cultures, talents and abilities. We acknowledge that it is through our students love and affection that families and the wider community benefit.



COMPETENCE - POUTAMA

Dedicated to increasing competence and confidence, we enable students to make a positive difference through care, education, professional service and a commitment to excellence.



SPIRIT - WAIRUA

Encompasses not only a spirit to succeed and act with courage and initiative, but is a powerful acknowledgement of God's spirit; the life-force within every child and adult. We honour this spiritual dimension, His guidance and enabling in our lives, our endeavours and our outreach.

WORK OPPORTUNITIES

Employment opportunities for Healthcare Assistants are expected to continue increasing due to a growing demand from an ageing population, with many opportunities available for new workers in both the public and private sectors.

The New Zealand government has also committed to significant pay rises for Healthcare Assistants in the coming years, recognising the important work undertaken.

RESIDENTIAL CARE

Working under the direction of a registered nurse, Healthcare Assistants provide assistance to clients based on their specific needs, with a view to improving their quality of life.

HOME AND COMMUNITY CARE

Healthcare Assistants work with clients in the comfort and familiar surroundings of their own home, supporting them to live the life they want according to their unique situation and individual needs.

REHABILITATION

Under the direction of healthcare professionals like physiotherapists, occupational therapists and doctors, Healthcare Assistants provide support for people who have experienced injuries, so they can live life as independently as possible at home and in their community.

HOSPITAL

As part of a multi-disciplinary team of professionals including doctors and nurses, Healthcare Assistants work under the direct supervision of a registered nurse within a hospital setting.

HOSPICE

Working as part of a team of healthcare professionals, Healthcare Assistants assist in managing the physical, emotional, social and spiritual needs of terminally ill clients, as well as their families.

A CAREER IN HEALTHCARE



OUR STUDENT VOICES

STUDENT PROFILE

Keona Morton

New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3)



Keona Morton jumped at the opportunity to study after her employer suggested she upskill with NZTC.

The mother of two was impressed with the college's support network and how relevant the courses were to her everyday work, regularly drawing from her studies to support her interactions with clients.

"Being able to get in touch with my lecturers was awesome. If there was anything I wasn't understanding, I would talk to them. They were amazing and it really helped me having that support."

"There was a lot that I could apply to my work, especially the course material around what my rights are as a carer. The Level 3 has certainly helped me in the workforce," said Keona.

STUDENT PROFILE

Merv Richdale

New Zealand Certificate in Health and Wellbeing (Advanced Support)(Level 4)



An enhanced understanding of health and wellbeing through study with NZTC has gifted Merv Richdale more confidence in supporting clients in their homes.

"This program has changed my life and made me realise how important it is to study," said Merv.

It was a chance meeting that first inspired Merv to pursue a career in aged care, after he met a support worker on the street and came to realise a job existed in something he already did "just for the sake of doing it".

"I happened to meet a lady who was looking after a client and went online to check out the job. It's been an incredible journey since," Merv said.

Now a support worker for four years, Merv describes the role as "honourable and humbling".

"It is so rewarding to walk into a stranger's home and slowly become a professional mentor and friend. This course has supported me to help my clients so much more."

"After not being in a classroom for 40 years, NZTC keeps making me better and better and more and more confident. People keep saying to me, you're changing, but in a good way. NZTC's courses have been amazing."



STUDENT PROFILE

Maria Robiso

New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3)

After over 15 years working in Marketing and Operations in the Philippines, Maria Robiso decided to leave her corporate career behind and move to New Zealand with her family.

Inspired by her time spent volunteering in orphanages in the Philippines, Maria decided to pursue her passion for caring and enter the healthcare sector.

The mother of two began studying the New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3) with NZTC and upon graduating she received a promotion.

"With this qualification, I gained confidence, expertise and practical knowledge which led to me being promoted to become a full-time Senior Healthcare Assistant," said Maria.

Initially nervous returning to study after 25 years, Maria quickly gained confidence with support from NZTC's lecturers, Pastoral Support Team and her classmates.



"All my worry and anxiety was erased when I began the Level 3 program. From the day I started, the college's overwhelming support hasn't faded. It's an honour to be a part of the NZTC family.

"The team is extremely supportive which makes study easier and more convenient. I could guarantee to you that as soon as you finish the course, it will open a greater chance of opportunity for you at work."

STUDENT SUPPORT



Our students are at the heart of everything we do. We pride ourselves on our range of support services available to help you succeed in your studies.

A QUALITY LEARNING ENVIRONMENT

You will feel at home studying with NZTC. We have great resources available online and passionate teaching staff to ensure you get the most from your study.

OUR PEOPLE

With over 100 staff, NZTC delivers high quality Health and Wellbeing programs, bringing strong experience across adult education, administration, research, leadership, management, and information technology sectors.

ACADEMIC SKILLS SUPPORT TEAM

We have a team of lecturers dedicated to supporting our students with the development of their academic skills.

- ▶ Academic writing
- ▶ Interpreting essay questions
- ▶ Referencing
- ▶ Research database skills
- ▶ Punctuation and grammar
- ▶ Time management skills
- ▶ Making the most out of NZTC Online

MĀORI AND PASIFIKA SUPPORT

To ensure we are hearing the voices and meeting the needs of all students, a Māori and Pasifika Student Liaison is available alongside specific support tutorials.



PASTORAL SUPPORT

Our Pastoral Support Team is here to help you deal with any personal issues that may affect your performance as a student. Pastoral support regularly supports students through health and family issues, and can direct you to external support agencies should you require them.

IT HELP

For any IT-related challenges, help is at hand. Our team offer extended hours to resolve any technical issues you may have, giving clear guidance without the 'techy talk'.

HANDBOOKS

Students are provided with a Student Handbook that contains information on the policies, processes and regulations of NZTC that a student may refer to throughout their study. A Field Experience Handbook is available to all students to ensure they are aware of the processes and requirements of the field experience component of their program.





“It is so rewarding to walk into a stranger’s home and slowly become a professional mentor and friend.”
- Merv Richdale

FLEXIBLE
STUDY TO
SUIT YOU

HEALTH AND
WELLBEING
PATHWAY

NZTC offers a choice of study options designed to suit different learning styles and lifestyles, ensuring you receive a quality and enjoyable learning experience.

- Whichever mode of learning you choose, you will need to:
- › Have daily access to a computer or mobile learning device with broadband internet access
 - › Complete courses and programs within specified time frames and undertake self-directed study

BLENDED LEARNING

This mode of learning blends the flexibility of online learning with work experience. All students have access to [NZTC Online](#) for learning including course materials, research and support materials, and assessment submission and return.

ONLINE

This is a flexible mode of learning conducted solely online with no face-to-face attendance requirements. All learning materials and academic resources are accessed online to allow you to balance your studies with work and family commitments.

Courses are completed and assessed online, and you are part of an online learning community where you can interact with other students and lecturers through online discussion forums to assist your learning.



Our Health and Wellbeing programs have been designed to link easily into each other, providing you with a pathway option into higher level study.



HEALTH AND WELLBEING

PROGRAMS



New Zealand Certificate in Health and Wellbeing
(Level 2)

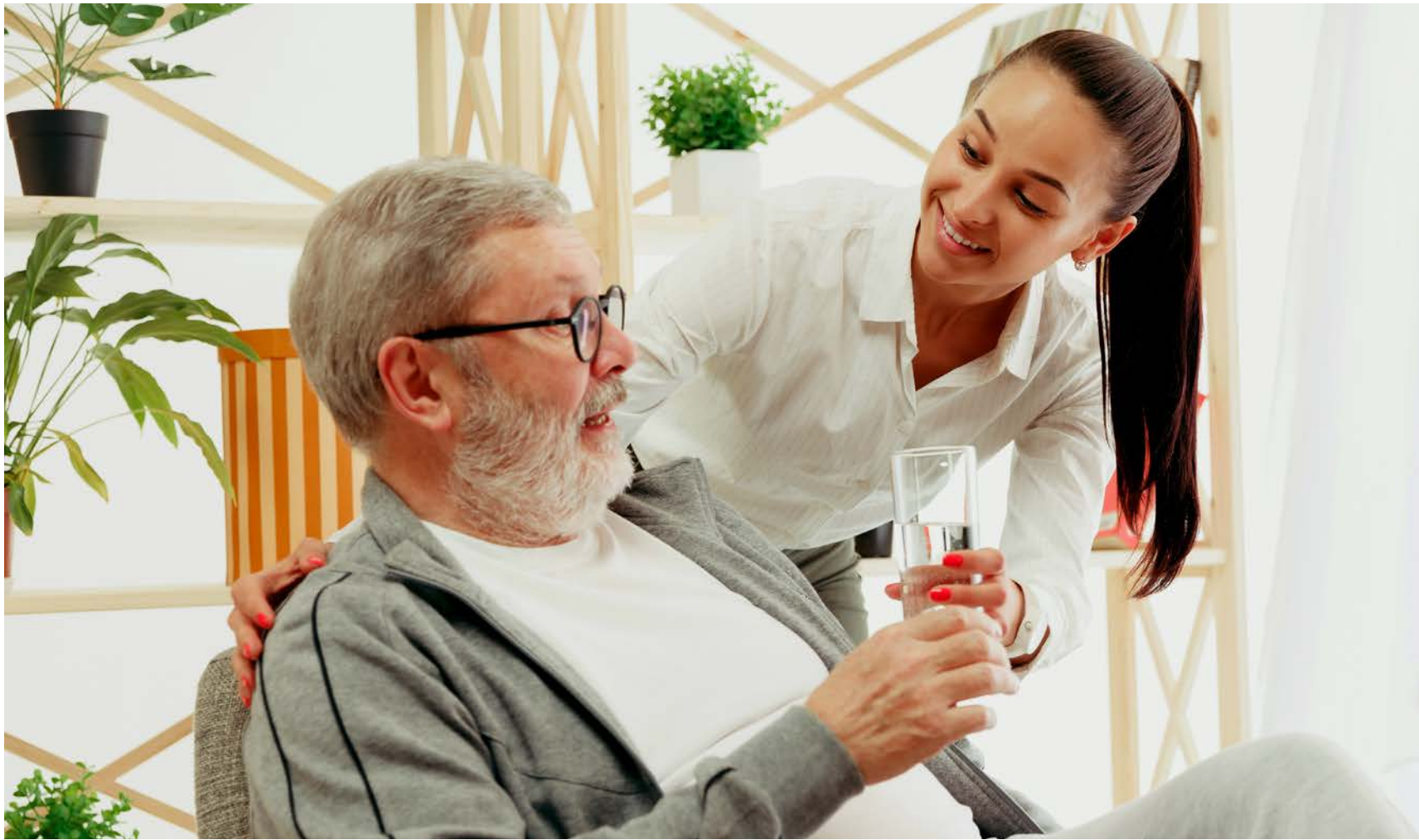
New Zealand Certificate in Health and Wellbeing
- Health Assistance Strand (Level 3)

New Zealand Certificate in Health and Wellbeing
(Advanced Care and Support) (Level 4)



NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING (LEVEL 2)

The aim of this program is the development of capable, ethical and professional Healthcare Assistants with a focus on gaining entry-level knowledge and practice within the health and wellbeing sectors. Students will understand the changing needs of their clients, and will learn to provide person-centred care under the leadership of a health professional.



Entry requirements

Before being accepted into the program applicants:

- ▶ Must declare any physical or learning disability, or diverse needs that may impact on your performance as a student.
- ▶ Are required to undertake literacy and numeracy testing.

Note:

- ▶ Applicants must have turned 16 years of age prior to starting the program.
- ▶ Applicants with English as an additional language are required to provide proof of their English language competency.

AT A GLANCE

Method of learning	Start dates
Full-time	Monthly start dates
Mode of learning	Duration
Blended	12 weeks
Level	Credits
2	40

Program overview

- ▶ Introduction to the concept of person-centred care
- ▶ Communication and support within a healthcare setting
- ▶ Culturally sensitive care principles
- ▶ Health and safety risks and how to respond

Highlights / Opportunities

- ▶ Develop introductory healthcare skills with no previous study experience needed
- ▶ Practice with confidence in New Zealand’s culturally and socially diverse health sector
- ▶ Pursue higher level study with NZTC’s Level 3 program



Visit www.nztertiarycollege.ac.nz

Our website contains more information about this program including the courses you will be studying and how to apply.

NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING

- HEALTH ASSISTANCE STRAND (LEVEL 3)

The aim of this program is to develop professional, ethical and highly capable Healthcare Assistants who have a strong foundation of knowledge and practice. Students will become responsive to the changing needs of their clients, and be able to provide outstanding person-centred care under the leadership of a health professional.



Entry requirements

Before being accepted into the program applicants:

- ▶ Must declare any physical or learning disability, or diverse needs that may impact on your performance as a student.

Note:

- ▶ Applicants must have turned 16 years of age prior to starting the program.
- ▶ Applicants with English as an additional language are required to provide proof of their English language competency.

AT A GLANCE

Method of learning
Full-time

Start dates
Monthly start dates

Mode of learning
Online

Duration
22 weeks

Level
3

Credits
70

Program overview

- ▶ Principles of ethical and professional healthcare practice
- ▶ Practical approaches to applying person-centred care
- ▶ Clinical knowledge and related care techniques
- ▶ Recognising and responding to the changing needs of clients

Highlights / Opportunities

- ▶ Develop the knowledge and skills required to be an effective and capable health caregiver
- ▶ Practice with confidence in New Zealand’s culturally and socially diverse health sector
- ▶ Pathway into the New Zealand Certificate in Health and Wellbeing (Advanced Care and Support) (Level 4)



Visit www.nztertiarycollege.ac.nz

Our website contains more information about this program including the courses you will be studying and how to apply.

NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING

(ADVANCED CARE AND SUPPORT) (LEVEL 4)

The aim of this program is to develop collaborative advanced Healthcare Assistants who are active contributors within their teams and wider work places. Students will become leaders in their fields, leading themselves and others towards providing advanced, person-centred care, positive organisational change, and improving the quality of care for clients with complex needs.



Entry requirements

Before being accepted into the program applicants:

- ▶ Must have completed the New Zealand Certificate in Health and Wellbeing- Health Assistance Strand (Level 3) or equivalent.
- ▶ Must declare any physical or learning disability, or diverse needs that may impact on your performance as a student.

Note:

- ▶ Applicants must have turned 16 years of age prior to starting the program.
- ▶ Applicants with English as an additional language are required to provide proof of their English language competency.

AT A GLANCE

Method of learning	Start dates
Full-time	Monthly start dates
Mode of learning	Duration
Blended	1 year
Level	Credits
4	120

Program overview

- ▶ Collaborative and innovative approaches to enhance care
- ▶ Advanced clinical knowledge and person-centred care approaches
- ▶ Empowering the carer and the client towards positive health outcomes
- ▶ Leadership of self and others in a healthcare setting

Highlights / Opportunities

- ▶ Practice with confidence in New Zealand’s culturally and socially diverse health sector
- ▶ Pathway into further diploma and degree study options



Visit www.nztertiarycollege.ac.nz

Our website contains more information about this program including the courses you will be studying and how to apply.

ADDITIONAL INFORMATION

Frequently asked questions

How to become an NZTC student

Find out more

FREQUENTLY ASKED QUESTIONS

Who studies at NZTC?

The majority of our students are New Zealanders; however, we welcome students from all around the world with various backgrounds and cultures. Some students begin their study with us straight out of school, while others have previously worked in the healthcare sector or in a completely different industry. Whatever their background, our students are passionate about health and wellbeing and making a difference to the lives of the people they care for.

I have studied previously. Is there a possibility of receiving credit towards an NZTC program?

Yes. Credit Recognition and Transfer (CRT) is credit towards your chosen program at NZTC for courses which you have already studied at other tertiary providers.

CRT is assessed on a case-by-case basis. If you wish to apply for credit you may be required to pay a \$95 fee which covers the cost involved in the assessment process.

For New Zealand qualifications:

If you have a completed (or partially completed) qualification in health and wellbeing from a New Zealand education provider, you may be eligible to receive credit. Whether you receive credit for your previously completed qualification depends on whether the learning outcomes in NZTC courses, and the level of your previous study equates to your intended NZTC program. To be assessed for CRT, you need to supply a verified copy of your transcripts and learning outcomes for each course or qualification (the education provider will be able to provide these) you have completed.

For overseas qualifications:

You may be eligible for CRT if you have completed a health and wellbeing qualification at an overseas tertiary institution. Before NZTC begins the CRT process, you need to get your qualification assessed by NZQA. Please contact NZQA for more information about this process – www.nzqa.govt.nz.

Are NZTC programs internationally recognised?

NZTC health and wellbeing programs are approved by the New Zealand Qualifications Authority (NZQA) and listed on the New Zealand Qualifications Framework (NZQF). Programs listed on the NZQF come with an assurance of quality and are recognised and trusted worldwide.

What is available in the way of financial support?

If you are a full-time student and a New Zealand or Australian citizen, or a permanent resident, you may be eligible for a student loan or allowance through StudyLink to help with your compulsory fees, course related costs and living costs. The student allowance is a weekly payment for full-time students to help with day-to-day living costs. For more information see the StudyLink website – www.studylink.govt.nz.

How are the courses assessed?

All courses are internally assessed and include theory based assessments and practical components. There are no exams.

Are my tuition fees safe?

In the unlikely event that NZTC is unable to deliver the program you have enrolled in, NZTC has protected your fees with Public Trust. Fees deposited and protected by the Public Trust are held in the Common Fund which has an unsecured guarantee from the New Zealand government. The student fee protection for NZTC is fully compliant with NZQA rules. Should access to your fees be necessary, you may contact Public Trust on 0800 494 733 or email feeprotect@publictrust.co.nz.

This arrangement has been accepted by NZQA as meeting the requirements of the Education and Training Act 2020 and the Student Fee Protection Rules 2021.

Should you have any questions not covered in this section, please email our Admissions Team or visit our website for more information.

 admissions@nztertiarycollege.ac.nz

 www.nztertiarycollege.ac.nz

HOW TO BECOME AN NZTC STUDENT



FIND OUT MORE

All applications to study at NZTC are completed online via **NZTCApPLY**.

1

STEP 1: CHOOSE YOUR PROGRAM OF STUDY

Before you begin your application, you need to decide which program you would like to study. Our website has detailed information about each program or you can contact our Admissions Team to discuss the best option for you.

2

STEP 2: APPLY

Visit <https://apply.nztertiarycollege.ac.nz/> to complete your online application.

Some programs have additional admission requirements and you will need to provide verified ID. NZTC will support you through this process.

3

STEP 3: OFFER OF PLACEMENT AND ACCEPTANCE

If your application is successful, you will receive an offer letter and invoice. This may be conditional on meeting specific requirements.

To accept the offer of placement, you will need to return your signed offer letter to NZTC, ensuring you initial on each page and pay the tuition fees (if applicable).

4

STEP 4: ENROLMENT

When you have accepted your place and paid your fees, you will be issued with a Student Acknowledgement Form, which you will need to sign and send back, ensuring you initial on each page.

Once we have received this form, you will be enrolled as a current student and issued with your student details and course start date in order to begin your studies.

If you need help at any stage contact:

Admissions on (09) 520 4000 or IT Help on Freephone - 0508 4 IT HELP (0508 4 88 4357)

VISIT OUR WEBSITE

For the latest information on our programs and to keep up-to-date with what is happening at NZTC visit our website.



www.nztertiarycollege.ac.nz

CALL OR EMAIL US

If you would like to speak with our Admissions Team call **(09) 520 4000** or email admissions@nztertiarycollege.ac.nz

CONNECT WITH US ON SOCIAL MEDIA



PLEASE NOTE

Every effort has been made to ensure the accuracy of the information in this prospectus at the time of going to print. However, changes and developments are part of the life of the college and alterations may occur to programs, staff and services described in this prospectus.

Please refer to our website (www.nztertiarycollege.ac.nz) for the most up-to-date information.

New Zealand Tertiary College reserve the right, without notice, to withdraw courses, amend fees, vary the content and delivery of programs etc. at any time before or after the applicant's admission. The college is responsible for all admissions decisions.

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New Zealand
Tertiary College

admissions@nztertiarycollege.ac.nz
www.nztertiarycollege.ac.nz