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

New Zealand Tertiary College (NZTC) was founded in 1982. Over the last 35 years we have gained significant professional recognition for our graduates and New Zealand Qualifications Authority (NZQA) approval for our qualifications.

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 education qualifications.

In 2017 we celebrate 35 years of guiding our students to be the very best that they can be while we are guided by our values of Vision, Heart, Competence and Spirit that 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 qualification, we offer a program 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, a focus on the practical, and technology supported education. We are eager to guide you through your qualifications, and look forward to sharing the launch of an additional Level 5 qualification in 2017 to support the sector.

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

Selena Fox
Chief Executive
OUR MISSION AND VALUES

Passionate about our commitment to providing outstanding qualifications, 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.

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 - NGĀKAU
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.
NZTC 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.
Upon graduation, NZTC health caregivers are equipped to provide immediate, innovative and valued contributions to the sector and their workplaces. They are professional, ethical and respectful caregivers, who respond to the needs of their clients in a way that embraces individuality and promotes independence.

NZTC graduates provide high quality healthcare services extending from individual clients, to their whānau, and to the communities in which they belong. They are leaders in their fields and agents of change set apart by their values, the quality of their work, and their passion for the people they care for.

Graduates have Vision to see the possibilities within the boundaries of their role, and the drive to implement innovative and creative approaches to care, to improve client health outcomes and care experiences.

Graduates have genuine Heart for the people they care for. The compassion, empathy and respect which flows from this Heart energises and inspires them day to day.

Graduates value Competence and lean on connections made between theory and practice, as well as principles of life-long learning and development.

Graduates embrace Spirit, the depths of a person, and the foundation it provides to forming safe, secure and trusting relationships with clients. Graduates lean into their own spirituality to discover who they are and how this impacts on the care they provide.

The number of people aged 65+ is projected to more than double by 2038, to reach 1,285,800.*

In 50 years, the projected number will reach 1,618,700.*

*Statistics New Zealand (2015)
STUDENT PROFILE

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

“Working in the health sector fills a huge part of my purpose and I will continue to work in this field for a long time to come.”

From South Africa to New Zealand – In South Africa I worked in the field of financial management and auditing but when we moved I had three little children so I didn’t work for the first year. I found work at a rest home through a friend of mine and discovered that I really enjoyed working with elderly people, then I got a job at CMA (companion and morning activities for seniors) and now I supervise two centres.

Upskilling with NZTC – I have been working with CMA for seven years, and I’ve done small courses to upskill along the way, but I want a greater theoretical knowledge in health and wellbeing. I always try to develop in the area that I am in but I have four kids so sometimes it is hard to find the time. One of the reasons that I chose NZTC is because you can study online and that allows me to manage my time around family and work commitments.

Career motivations – My mother and father have both passed away so spending time with elderly people fills a void for me. It has made me more empathetic towards people and over the last few years I have focused more on my purpose. Working in the health sector fills a huge part of my purpose and I will continue to work in this field for a long time to come.

Care philosophies – One of the biggest things that I have learnt from caring for seniors is that their needs are so different from ours, but at the same time, so similar. No matter where we are in life, we all need to feel important and to have companionship but each elderly individual will have a different level of ability that you need to be aware of.

Enjoyment of working in healthcare – For me, I enjoy the fact that we bring together people that might otherwise be isolated. Elderly people can meet others that are like-minded, socialise and come out of their shells. I think we all need that regardless of where we are in our life.
A QUALITY LEARNING ENVIRONMENT
You will feel at home studying with NZTC. We have great resources available at both our Campuses and online, and we have passionate teaching staff to ensure you get the most from your study.

OUR PEOPLE
Over 100 staff deliver our high quality Health and Wellbeing qualifications, bringing strong experience across adult education, administration, research, leadership, management, and information technology sectors.

FACILITIES
Our Auckland and Christchurch Campuses feature purpose-designed classrooms, resource centres, student common rooms and kitchen facilities for students to enjoy.

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

NZTC has a Campus in both the North and South Island of New Zealand. Both Campuses are centrally located within their cities and easily accessible by public transport.

Our North Island Campus is located in Auckland, the largest city in New Zealand with a population of more than 1.57 million people, and our South Island Campus is in Christchurch with a population of 368,000.

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 and our open door policy means that you can call, eMail or pop in to see us whenever you need.
INTERNATIONAL ORIENTATION
To help our international students familiarise themselves with the College and the New Zealand way of life, we offer a comprehensive orientation. During orientation, students are taken to key sites around the Campus cities and given information about emergency services, safety advice, job opportunities, immigration issues and the healthcare sector in New Zealand, as well as online learning and the academic requirements of our qualifications.

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 also supplied to all students to ensure they are aware of the processes and requirements of the field experience component of their qualification.

MĀORI AND PASIFIKĀ 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 DESK
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’.

HELPING YOU SETTLE IN
If you are not from New Zealand, we appreciate that there will be things you want and need to know. We have a wealth of information available on the international section of our website, covering key areas such as accommodation, medical and travel insurance and eligibility for health services. Visit www.nztertiarycollege.ac.nz

We also have a dedicated International Team who are more than happy to assist you with any queries.

They can be contacted on +64 9 520 4000 (Auckland) or +64 3 366 8000 (Christchurch) or eMail international@nztertiarycollege.ac.nz
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**

The flexibility of online learning through *NZTC Online* is blended with face-to-face learning and practice including optional support tutorials and supervised Field Experience.

Students enrolled in the Blended Learning mode are expected to be working as a Healthcare Assistant or equivalent, paid or voluntary, for a minimum number of specified hours throughout the duration of their qualification.

**COLLEGE BASED (FACE-TO-FACE)**

This learning mode requires students to attend a minimum number of lectures each week. Students have access to *NZTC Online* for learning including course materials, library materials, assessment submission and return, student community and support.

Students enrolled in this mode are expected to be working as a Healthcare Assistant or equivalent, paid or voluntary, for a minimum number of specified hours throughout the duration of their qualification.
“I chose to study with NZTC as they offered flexible learning options which were helpful to fit around my religious, family, social and work commitments.”

- Anne Singh

OUR HEALTH AND WELLBEING QUALIFICATION STUDY PATHWAYS

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

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

New Zealand Diploma in Health and Wellbeing (Practice/Applied Practice) (Level 5)

Coming in 2017

Potential Pathways

Bachelor of Nursing
Bachelor of Midwifery
Bachelor of Health Science
Bachelor of Counselling
Bachelor of Social Work
Bachelor of Occupational Therapy
Bachelor of Physiotherapy
New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3)

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

NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING
- HEALTH ASSISTANCE STRAND (LEVEL 3)

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 Support) (Level 4)
Entry Requirements
Before being accepted into the program applicants must:

- Provide written referee report(s)
- 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 course. International applicants studying in New Zealand must have turned 18 years of age prior to starting the course
- Applicants may have to undergo a police check for entry into this program
- Applicants may be required to succeed in a personal interview
- Students with English as an additional language are required to provide proof of their English language competency

Field Experience
This qualification features a strong practical component so that you can put your learning into practice. Students are required to work as a Healthcare Assistant or equivalent, paid or voluntary, for a minimum of 100 hours throughout the duration of the program.

AT A GLANCE

Method of learning
Full-time

Mode of learning
NZTC Online – Blended Learning
College Based

Level
3

Duration
0.5 years

Start dates
Choose your start date

Credits
70
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.

NEW ZEALAND CERTIFICATE IN HEALTH AND WELLBEING (ADVANCED SUPPORT) (LEVEL 4)

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
- Specialise with cutting edge Level 5 elective courses available
- Practice with confidence in New Zealand’s culturally and socially diverse health sector
- Pathway into further diploma and degree study options
Entry requirements
Before being accepted into the program applicants must:

- Have completed the New Zealand Certificate in Health and Wellbeing (Level 3) or equivalent
- Provide written referee report(s)
- 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 course. International applicants studying in New Zealand must have turned 18 years of age prior to starting the course.

Field Experience
This qualification features a strong practical component so that you can put your learning into practice. Students are required to work as a Healthcare Assistant or equivalent, paid or voluntary, for a minimum of 200 hours throughout the duration of the program.

Visit www.nztertiarycollege.ac.nz
Our website contains more information about this qualification including the courses you will be studying and how to apply.
Frequently asked questions

How to become an NZTC student

Find out more
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. CRT is assessed by our Curriculum Team. 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](http://www.nzqa.govt.nz)

How much study is involved?
You should expect to be engaged with course content for a minimum of 25 hours per week, which may encompass readings, self-directed learning, assessment writing and field experience.

Are NZTC qualifications internationally recognised?
NZTC health and wellbeing qualifications are approved by the New Zealand Qualifications Authority (NZQA) and listed on the New Zealand Qualifications Framework (NZQF). Qualifications listed on the NZQF come with an assurance of quality and are recognised and trusted worldwide. The framework provides potential employers with an indication of what graduates can ‘do, be and know’ upon completion.

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](http://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 qualification 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](mailto:feeprotect@publictrust.co.nz)

This arrangement has been accepted by NZQA as meeting the requirements of the Education Act 1989 and the Student Fee Protection Rules 2013.

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

[enrolments@nztertiarycollege.ac.nz](mailto:enrolments@nztertiarycollege.ac.nz)
[international@nztertiarycollege.ac.nz](mailto:international@nztertiarycollege.ac.nz)
[www.nztertiarycollege.ac.nz](http://www.nztertiarycollege.ac.nz)
NEW ZEALAND STUDENTS
Our domestic student enrolment process follows five steps which starts with selecting your chosen program of study.

STEP 1: CHOOSE YOUR PROGRAM OF STUDY
Select the qualification you wish to study. Please note that we have specific entry criteria for each qualification.

STEP 2: APPLY
The fastest and most convenient way to apply to study with NZTC is by submitting your application online, although you can download a copy of the form to print and complete if you prefer.

The application process varies depending on the qualification selected and your NZ residency status. Some programs have additional admission requirements, for example, you may need to complete additional forms, or be interviewed.

STEP 3: ACCEPTANCE
If your application is successful you will receive an offer letter and invoice. This may be on the condition that you meet specific requirements.

STEP 4: ENROLMENT
Once you have accepted your place, you are required to pay your fees. When we have received your fees, you will be issued with a Student Acknowledgement Form which you will have to sign and send back.

STEP 5: STUDENT CONFIRMATION
Once we receive your signed Student Acknowledgement Form, you will be enrolled as a current student and issued with your student details and course start date in order to begin your health and wellbeing studies.

INTERNATIONAL STUDENTS
Our international student enrolment process follows six steps which starts with selecting your chosen program of study.

STEP 1: CHOOSE YOUR PROGRAM OF STUDY
Select the qualification you wish to study. Please note that we have specific entry criteria for each qualification.

STEP 2: APPLY
The fastest and most convenient way to apply to study with NZTC is by submitting your application online, although you can download a copy of the form to print and complete if you prefer.

The application process varies depending on the qualification selected and if you are currently living in New Zealand. Some programs have additional admission requirements, for example, you may need to complete additional forms, or be interviewed.

STEP 3: OFFER OF PLACEMENT
If your application is successful you will receive an offer letter and invoice. This may be on the condition that you meet specific requirements.

STEP 4: ACCEPTANCE
To accept the offer of placement, you will need to return your signed offer letter to New Zealand Tertiary College and pay the tuition fees.

STEP 5: STUDENT CONFIRMATION
When you have met the conditions stated in the offer letter, a confirmation of enrolment is sent to you along with a receipt of fees, to enable you to finalise your visa requirements.

STEP 6: OBTAIN YOUR VISA
You are required to submit a valid visa and complete the Student Acknowledgement Form before starting your program of study. You must ensure that your visa remains valid throughout the program of study.
VISIT OUR WEBSITE
For the latest information on our qualifications 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 one of our Enrolment Officers call Auckland +64 9 520 4000 or Christchurch +64 3 366 8000. Alternatively students can eMail enrolments@nztertiarycollege.ac.nz and international students can eMail international@nztertiarycollege.ac.nz if they have any questions.

DROP IN AND SEE US
If you would like to speak with one of our Enrolment Officers in person to discuss your health and wellbeing study journey, you can drop in and see us at the following locations:

Auckland Campus
Level 2
1 Marewa Road
Greenlane
Auckland 1051
New Zealand

Christchurch Campus
Unit 12 & 13
114 Sawyers Arms Road
Papanui
Christchurch 8052
New Zealand

India Office
No. 202, Makhija Chambers
2nd Floor, 196 Turner Road
(Guru Nanak Marg), Bandra (W)
Mumbai 400050
India

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 qualifications, 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 accepts no responsibility for any errors, nor for the failure of the College to comply with the procedures here described.

The College is responsible for all admissions decisions.

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