

New Zealand Certificate in Assessment Practice (Level 4)

If you need to assess learners against standards in a workplace or academic setting, this qualification will build your knowledge and skills. You will become proficient at preparing learners for assessment, assessing learners on the job and providing feedback about their performance. Once you've achieved this qualification, you may be interested in studying towards the New Zealand Certificate in Adult and Tertiary Teaching or the New Zealand Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace).



How to apply

Go to the **choose courses** tab on the qualification page on our website. If you're enrolling in this qualification for the first time, select ASP 401 Introduction to Assessment and click **add to enrolment plan**. You'll be taken through our step-by-step enrolment process, which you can save and exit from at any time.

Qualification structure

This programme is made up of two courses worth 20 credits each, which must be studied in the order listed below.

Course Code	Course Name	Level
ASP401	Introduction to Assessment	4
ASP402	Assessment in Practice	4

Entry requirements

To enter this programme you need to:

- be involved in training and assessment
- have access to assessment materials from your own industry and learners to assess
- access to adult learners/trainees that you can assess towards specific standards or are involved in their assessment
- you need to confirm you meet these on-the-job requirements as part of the online enrolment application. You will need to provide details of your employment in adult education or workplace training.
- if you are studying this programme you are only able to enrol in one course at a time.

Qualification code NZ2752

Level > 4

Credits > 40

Workload >

Allow 10-12 hours of study per credit. Your workload may be higher around assessment due dates

Study type >

Open.

Cost >

See the qualification page on the website.

Student loan >

You can get a student loan for this qualification if you meet the criteria. Visit studylink.govt.nz for more information.

Career Opportunities

This qualification will prepare you for a career as an assessor in industry.

What you will learn

When you achieve this qualification you will be able to:

- apply assessment principles and processes to make sound assessment judgements
- manage pre and post-assessment processes in accordance with good practice
- act professionally, ethically, and with cultural sensitivity as an assessor
- communicate with a diverse range of people including providing effective feedback to learners
- participate in quality assurance and assessment related activities.

Computer and online access

This programme is delivered 100% online. To complete this programme you will need access to a laptop or desktop computer, reliable broadband internet connection and a data plan able to support online learning such as streaming of videos (including YouTube), downloading content, and writing and submitting online assessments. If you are unsure if your current computer or internet access allows you to complete your online learning with us, please contact us before applying to enrol.

Visit openpolytechnic.ac.nz/online to view our online learning and study tools.

English language requirements

International students must also have an IELTS (Academic) score of 5.5 with no band score lower than 5.0, or equivalent.

Domestic students for whom English or Māori is not their first language must also have an IELTS (Academic) score of 5.5 with no band score lower than 5.0, or equivalent.

Visit openpolytechnic.ac.nz/englishlanguage to view our English language criteria.

International students and domestic students living overseas

You can study this programme part time if you're an international student living in New Zealand. If you're living in New Zealand you will need to be in paid employment with a valid work permit.

You can also study this programme if you're a New Zealand citizen living overseas.

Visit openpolytechnic.ac.nz/internationalstudent for more information about the special conditions and fees that you'll need to meet.