



New Zealand Certificate in Foundation Skills (Level 1)

This is an ideal programme if you would like to get a head start and gain 60 credits towards NCEA Level 1, including the compulsory literacy and numeracy credits. This programme will give you confidence in learning and help build basic skills and knowledge, including literacy and numeracy, in a range of simple and familiar contexts.

Qualification code NZ2861

Level > 1	Credits > 60
Workload >	For each credit allow about 10 hours of study.
Study type >	Open
Cost >	See the qualification page on the website.
Student loan >	Student loans or allowances are not available for this qualification. Visit studylink.govt.nz for more information.

Career Opportunities

Can lead to New Zealand Certificate in Foundation Skills Level 2 and further study that can lead to employment opportunities.

How to apply

We recommend that you contact our Student Advisor for personal guidance through the enrolment process. Alternatively, go to the enrol in courses tab on the qualification page on our website. You'll be taken through our step-by-step enrolment process, which you can save and exit from at any time.

Qualification structure

This qualification is made up of four courses. FOU101 Self-reflection and personal wellbeing, FOU102 Communication and employment skills, FOU103 Financial Skills for life and FOU104 Life in Aotearoa New Zealand. There is also a student journal which provides additional learning activities and guidance.

Course Code	Course Name	Level
COMPULSORY COURSES ALL COURSES ARE REQUIRED		
FOU101	Self-reflection and personal wellbeing	1
FOU102	Communication and employment skills	1
FOU103	Financial skills for life	1
FOU104	Life in Aotearoa New Zealand	1

Entry requirements

To enrol in this programme you should not already have NCEA Level 1, or qualifications at Level 2 or above.

Computer and online access

You will study via paper based materials sent to you by courier. You will be supported by a tutor who will maintain regular contact with you. You will not need access to a computer to complete this qualification.

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 or overseas. 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.

Learn more about studying as an international student openpolytechnic.ac.nz/study-with-us/distance-learning-with-us/international-students

Planning your study

Our Student Advisors are here to help you plan your study journey. Visit the qualification page and go to the plan your study tab for more information.

Related Qualifications

Visit the qualification page on our website for more information or you can talk to us about your options.

Literacy assessment

When you enrol in this qualification, you will need to complete the Adult Literacy and Numeracy Assessment.

This assessment is a requirement from the Tertiary Education Commission for all Level 1 to 2 qualifications. You will need to do it when you start your studies, and again during your study time.

There is no pass or fail for the assessment. When you finish you can see a visual report with your results. Your tutor will use your results from the first assessment to find out what support you may need.

How you will do the assessment

After you fill in your online enrolment application we will email you a link to this assessment.

If you do not have access to a computer: You can take this test in a public library, or a paper-based test may be administered under special conditions.

We will email you your second assessment before the end of your study time.

If you would like more information please get in touch with us on freephone 0508 650 200.