

## This document covers the admission requirements for the Certificate in Information Technology

For the full Terms and Conditions of this programme download the following:

[Certificate Generic Regulations](#)

[Programme \(Specific\) Regulations](#)

[Admission Requirements Policy](#)

To be eligible for admission, you must meet two admission requirements:

- Requirements for either general admission, special admission, or discretionary admission
- English language requirements

Most domestic (NZ) students enter through general admission. If you do not meet the requirements for general admission, special admission, or discretionary admission may be available.

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### General Admission

To apply for this programme, candidates are required to meet all of the below entry requirements.

- a. All applicants must be at least 16 years of age on the date of the programme's commencement for the semester in which they wish to enrol (or provide a completed Early Release Exemption form).
- b. Have a minimum of 4 years secondary education.

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### Special Admission

Applicants may be granted Special Admission if:

- Attained the age of 20 on or before the first day of the semester in which study for certificate is to commence; AND
- Provide evidence to indicate the ability to study at tertiary level.

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### Discretionary Admission

In exceptional cases an applicant who does not meet the general admission requirements and who has not reached the age of 20 on or before the first day of the semester in which study for the Certificate is to commence may apply for discretionary admission.

In assessing whether to grant discretionary admission in exceptional cases, the primary focus will be on the applicant's level of preparedness for study at the required level.

## English Language Requirements

### General English Language requirements

Applicants must have achieved a minimum standard of English as demonstrated by a minimum of 12 credits at NCEA Level 1 in English.

### All applicants who have English as an additional language are required to:

Have achieved a minimum standard of English as follows: a. an overall IELTS band score (Academic Format) of no less than 6.0 (with no band score less than 5.0); or b. TOEFL score of no less than 550; or c. achieved an acceptable standard of English in the Department of Computing and Information Technology aptitude test.