

Master of Applied Practice [MAP]

To be read in conjunction with Unitec's Academic Statute and associated Policies and Procedures.

These programme regulations apply to the Master of Applied Practice [MAP] programme, which leads to the Master of Applied Practice (Level 9) qualification, with a Generic pathway and endorsements in Social Practice, Health Science, Clinical Research (180 Credits) [Ref: 2479-1] [CA2397].

Note: The Master of Applied Practice Generic pathway, Clinical Research Major and Health Science Major were suspended for new enrolments from Semester 1, 2019 and are not included in this edition of the Programme Regulations.

These regulations come into effect from Semester 1, 2022.

1. Ngā Ture Hei Whakaurunga | Admission Requirements

Admission Requirements comply with Unitec's Admission Requirements Guidelines.

To be eligible for admission to this programme, all applicants must meet three admission requirements:

- Requirements for either general admission, special admission, or discretionary admission
- Any additional Programme specific requirements
- English language requirements

1.1 Whakaurunga Whānui | General Admission

To be admitted to this programme 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, and meet the following requirements:

Applicants must:

- Have a bachelor's degree (or level 7 Graduate Diploma) in the same or similar discipline;
- Provide documentary evidence of outcomes in the discipline work environment to demonstrate an ability to perform in the programme and commit to achieving its outcomes

1.2 Whakaurunga Motuhake | Special Admission

Applicants must have:

- attained the age of 20 years on or before the first day of the semester in which study for the programme is to commence; and
- provided sufficient evidence of aptitude or appropriate work or other life experience that would indicate a successful outcome in the qualification.

Special admission may also apply for applicants who have:

- a graduate diploma qualification in the same or similar discipline, with a B grade average or better, and has a minimum of two years' appropriate work experience approved by the Relevant Academic Authority; or
- successful Assessment of Prior Learning.

1.3 Whakaurunga Kōwhiringa | Discretionary Admission

There are no provisions for discretionary admission in this programme.

1.4 Whakaurunga Tautui | Programme Specific Requirements

There are no programme specific requirements.

1.5 Whakaurunga Reo Pākehā | English Language Admission Requirements

All applicants must provide evidence that they have the necessary English language proficiency required for the Programme as demonstrated by the equivalence of a minimum of 8 credits at NCEA Level 2 in English (4 in Reading, 4 in Writing).

	International applicants and any Domestic applicant for whom English, Māori or NZ Sign is not their first language must also provide evidence that they have the necessary English language proficiency required for the Programme as demonstrated an equivalent described in NZQA Rules and on the Unitec English Language Requirements for International Students Web-page.																									
2. Paearu Kōwhiri Tukanga Selection Criteria & Process <i>Selection Criteria and Processes comply with Unitec’s Admission Requirements Guidelines.</i>	2.1 Paearu Kōwhiri Selection Criteria When the number of eligible applicants for admission exceeds the number of places available, the following selection criteria will be applied: <ul style="list-style-type: none">assessed level of personal motivation to complete the qualification;coherence in expression of ideas and opinions;practice aptitude;academic aptitude;level of awareness of the discipline(s);quality of independent references. Applicants who meet the maximum number of listed criteria will be the preferred candidates Students applying to enrol in the programme will normally be interviewed to plan their respective programme of learning. 2.2 Tukanga Kōwhiri Selection Process Selection will be made by Unitec staff members with the delegated authority to offer places to applicants. These staff members will select students on the basis of written information supplied on the enrolment form. At the discretion of the staff members, an interview (face-to-face or electronic) may be required. A list of delegated staff members is maintained by the Programme Academic Quality Committee (PAQC) responsible for the programme.																									
3. Ngā Ture Hei Whakawhiwhi Tohu Mātauranga Requirements for the Award of the Programme <i>Requirements comply with Unitec’s Programme Completion and Awards Policy and associated procedure.</i>	3.1 Whakaemi Tūtukitanga Credit Accumulation To be awarded the Master of Applied Practice, a student must successfully complete a minimum of 180 credits in the pattern set out in Table 1. Credits will be accumulated from a combination of compulsory and elective courses as described in Table 2a, and elective courses as described in Table 2b. Table 1: Credit Requirements for Master of Applied Practice <table><tr><th>Course Level</th><th>Option 1</th><th>Option 2</th><th>Option 3</th><th>Option 4</th></tr><tr><td>Level 8 Compulsory</td><td>75 credits</td><td>75 credits</td><td>75 credits</td><td>60 credits</td></tr><tr><td>Level 8 Elective courses</td><td>60 credits</td><td>45 credits</td><td>15 credits</td><td>0 credits</td></tr><tr><td>Level 9 Research Component*</td><td>45 credits</td><td>60 credits</td><td>90 credits</td><td>120 credits</td></tr><tr><td>Total</td><td>180 credits</td><td>180 credits</td><td>180 credits</td><td>180 credits</td></tr></table> 3.1.1 Additional Award Requirements Topics in Level 9 study must align to with graduate capabilities for <i>Specialisation</i> and be approved by the Relevant Academic Authority. 3.1.2 Approval of Courses of Study <ol style="list-style-type: none">A student shall obtain approval from the relevant Academic Authority for the selection of courses to be undertaken.In exceptional circumstances, the relevant Academic Authority may recommend a personal programme of study that does not conform to that set out in the Programme Regulations. Such approval shall be noted in the approvals register of the relevant Academic Authority.	Course Level	Option 1	Option 2	Option 3	Option 4	Level 8 Compulsory	75 credits	75 credits	75 credits	60 credits	Level 8 Elective courses	60 credits	45 credits	15 credits	0 credits	Level 9 Research Component*	45 credits	60 credits	90 credits	120 credits	Total	180 credits	180 credits	180 credits	180 credits
Course Level	Option 1	Option 2	Option 3	Option 4																						
Level 8 Compulsory	75 credits	75 credits	75 credits	60 credits																						
Level 8 Elective courses	60 credits	45 credits	15 credits	0 credits																						
Level 9 Research Component*	45 credits	60 credits	90 credits	120 credits																						
Total	180 credits	180 credits	180 credits	180 credits																						
Table 2: Course Details – Master of Applied Practice (Social Practice) Compulsory courses are shown in bold and Elective courses in <i>italics</i> .																										
Course No	Course Name	Credits	Pre- requisites	Co-requisites	Restrictions																					
Level 8																										
CISC8000	Applied Practice in Context	15																								
CISC8001	Research & Community Informed Practice	15																								

CISC8002	Research Question	15	CISC8001		
And two of the following (or one of the following if also enrolling in CISC9120 – Option 4 in Table 1)					
<i>CISC8005</i>	<i>Aotearoa-New Zealand Social Policy</i>	15			
<i>CISC8006</i>	<i>Contemporary Issues in Community Engagement</i>	15			
<i>CISC8007</i>	<i>Human Rights and Social Justice</i>	15			
<i>CISC8013</i>	<i>Advanced Social Practice Theory</i>	15			
<i>CISC8014</i>	<i>Te Tiriti o Waitangi and Social Practice in Aotearoa/ New Zealand</i>	15			
Level 9 – and one of the following					
CISC9045	Research Project	45	CISC8002 or CISC8030		CISC9060 CISC9090 CISC9120
CISC9060	Research Dissertation	60	CISC8002 or CISC8030		CISC9045 CISC9090 CISC9120
CISC9090	Research Thesis	90	CISC8002 or CISC8030		CISC9045 CISC9060 CISC9120
CISC9120	Research Thesis (Extended)	120	CISC8002 or CISC8030		CISC9045 CISC9060 CISC9090

Table 2b: Course Details – Elective Courses

Elective courses in *italics*.

Course No	Course Name	Credits	Pre- requisites	Co-requisites	Restrictions
Level 8					
<i>HUBC8000</i>	<i>Review of Learning</i>	15			PC approval
<i>CISC8003</i>	<i>Professional Practice</i>	15			
<i>CISC8002</i>	<i>Research Question</i>	15	<i>CISC8001</i>		
<i>CISC8004</i>	<i>Leadership in Practice</i>	15			
<i>CISC8008</i>	<i>Evidence-Based Healthcare in Aotearoa-New Zealand</i>	15			
<i>CISC8009</i>	<i>Practical Biostatistics</i>	15			
<i>CISC8010</i>	<i>Systematic Reviews</i>	15			
<i>CISC8011</i>	<i>Clinical Research Design</i>	15			
<i>CISC8012</i>	<i>Review of Literature</i>	15			<i>CISC8010</i>

Or an approved course from another programme.

3.2 Mahi Waehanga Pāhekoheko | Integrated and Work-based components

There are no integrated or work-based components in this programme.

3.3 Mahi Akoranga | A Wāhanga | Course Load per Semester

The normal full-time course load is 60 credits per semester, or 75 credits with the approval of the relevant academic authority.

3.4 Whakaurunga Takiwā | Registration Periods

- The maximum period for completion of a master's degree will be as specified in the Programme Schedule or Programme Regulations and will not normally be exceeding 60 months from the date of commencement of study.
In exceptional circumstances, the relevant Academic Authority may agree to an extension of enrolment for a specified period as specified in the Programme Schedule or Programme

	<p>Regulations and normally not exceeding 12 months.</p> <ul style="list-style-type: none"> b. Where a candidate is enrolled full-time throughout the period of their registration, the maximum period of registration for the award of the degree with honours is 36 months. c. Where a candidate is undertaking the degree by part-time study, the maximum period of registration for the award of the degree with honours is 60 months; this period being reduced to account for periods of full-time study. d. The maximum period of registration to be eligible for the award of the degree with honours, as outlined herein, shall be reduced in proportion to the number of cross-credits gained. e. Enrolment for a Master's degree will normally be continuous. The relevant Academic Authority may, on the receipt of an application from a candidate, approve a suspension of enrolment for up to a maximum of 12 months. In such cases the period of suspension will not count towards the registration period of the degree. f. On the recommendation of the relevant Academic Authority, and with the approval of the Director Research and Enterprise/Tuapapa Rangahau, a student may be permitted to enrol for 15 credits in dissertation, thesis, or research project. This approval will apply in cases where the student already has paid for the full number of research credits required for their degree, and the supervisors state the dissertation, thesis or research project will be submitted no later than two months after the semester begins. Should that deadline not be met, the student will be required to enrol for a further 15 credits. <p>3.5 Whakawhiwhi Tāpiripiri Additional Awards</p> <p>3.5.1 Exit Award</p> <p>To be awarded the Exit Award of Post-Graduate Diploma in Applied Practice (Level 8) [Ref: 2480] (120 credits), student must have:</p> <ul style="list-style-type: none"> a. accumulated the number and level of Credits described in the regulations of that Qualification; and b. lodged a completed application to be awarded the Award with the Graduation Office; and c. as part of the application, declared that he or she does not currently intend to enrol or continue in the study of this Qualification. <p>An exit award will not be awarded to any Student who has, at the time of application for the award or at the time of the award, enrolled in future semesters for any Course which is part of the Qualification.</p> <p>3.5.2 Master's Degree with Honours</p> <p>To be awarded the <name of qualification> with Honours, a student must successfully complete a minimum of 180 credits which includes the completion of a thesis, dissertation or research project of at least 45 credits at level 9 with the following conditions:</p> <ul style="list-style-type: none"> a. The master's degree shall be awarded with First Class Honours if the following criteria are satisfied, within the time limits as defined in section 3.4. b, c, d and e of these regulations: achieved a cumulative Grade Point Average of 7.0 or better in all necessary courses, with no less than a B+ in any one course, and with no less than an A- for the thesis, dissertation or research project and completion of the requirements within the time limits. b. The master's degree shall be awarded with Second Class Honours if the following criteria are satisfied, within the time limits as defined in section 3.4. b, c, d and e of these regulations: achieved a cumulative Grade Point Average of 5.0 or better in all necessary courses, with no less than a B- in any one course and with no less than a B in the thesis, dissertation or research project and completion of the requirements within the time limits. c. The master's degree with honours shall be awarded if all courses and the thesis, dissertation or research project achieve a passing grade, and all requirements are completed within the time limits. d. A student may repeat a course that he/she has successfully completed in order to achieve a higher grade to be used in the calculation of honours. e. A candidate who has failed any course shall not be eligible for honours.
4. Tūtukitanga Whakamihi 	<p>4.1 Whakawhiti Tūtukitanga Cross Credit</p> <p>Credits will not be awarded for successful study that took place more than 5 years prior to the date of first enrolment in the programme.</p>

<p>Credit Recognition</p> <p><i>Credit Recognition complies with Unitec’s Assessment, Moderation and Grades Policy and associated procedure.</i></p>	<p>a. A student may be awarded credits or exemptions in recognition of successful equivalent study, at the same or a higher level in the context of another programme.</p> <p>b. The credit recognition may be:</p> <ul style="list-style-type: none">i. specified, where there is direct equivalence of the learning outcomes of a completed course and a course in the programme; orii. unspecified, where the previous study has taken place in a programme with a similar philosophy but there is no exact match in the programme’s courses. <p>c. Cross credits will not be given for a Research Project in a postgraduate programme.</p> <p>4.2 Aromatawai Tōmua Assessment of Prior Learning (APL)</p> <p>Assessment of Prior Learning is available for all courses in this programme. Students may be eligible for credit recognition and/or exemptions from compulsory courses following Assessment of Prior Learning (APL) claims or following successful completion of the <i>Review of Learning Course</i>, HUBC8000 (15credits, level 8). APL decisions will be made on a case-by-case basis under the Unitec Assessment of Prior Learning Procedure.</p> <p>4.3 Ngā whakawhitinga Credit Transfer</p> <p>Graduates of the Post-Graduate Diploma in Applied Practice (Level 8) 120 credits, or Postgraduate Certificate in Applied Practice (Level 8) 60 credits, may apply to transfer credits of up to the maximum of each programme’s credits towards the Master of Applied Practice, provided that:</p> <ul style="list-style-type: none">• The period between completing the award of the postgraduate certificate or postgraduate diploma and applying for admission to the master’s programme does not exceed five years.• Credits will be accepted only when they have been achieved within the last five years• To calculate the registration period required for the completion of the Master of Applied Practice (see 3.4 above) and in the assessment of eligibility for the award of honours (see 3.5.2 above) the student’s registration in the master’s degree will be deemed to have commenced at the time of first enrolment in the postgraduate certificate or postgraduate diploma. <p>In exceptional circumstances the transfer of credits from a postgraduate diploma or postgraduate certificate completed more than five years before applying for admission to the master’s degree may be approved.</p>																																																
<p>5. Waeture Aromatawai Assessment Regulations</p> <p><i>Assessment Regulations comply with Unitec’s Assessment, Moderation and Grades Policy and associated procedure.</i></p>	<p>5.1 Paparahi Aromatawai Assessment Basis</p> <p>Assessment in this programme is achievement based using an 11-point grading scale for courses. Students must obtain at least 50% overall score in any achievement-based course in order to pass that course.</p> <p>5.2 Ākoranga Taumata Course grades</p> <p>Course grades will be determined by the mathematical aggregation of weighted assessment marks and reported according to the following scales. Participants must obtain at least 50% overall score in order to pass achievement-based assessment.</p> <p>Table 3: Achievement based 11-point assessment system</p> <table><tr><th>Grade</th><th>Meaning</th><th>Result</th><th>Percentage</th></tr><tr><td>A+</td><td>Distinction</td><td>Credits Earned</td><td>90 – 100</td></tr><tr><td>A</td><td>Distinction</td><td>Credits Earned</td><td>85 – 89</td></tr><tr><td>A-</td><td>Distinction</td><td>Credits Earned</td><td>80 – 84</td></tr><tr><td>B+</td><td>Merit</td><td>Credits Earned</td><td>75 – 79</td></tr><tr><td>B</td><td>Merit</td><td>Credits Earned</td><td>70 – 74</td></tr><tr><td>B-</td><td>Merit</td><td>Credits Earned</td><td>65 – 69</td></tr><tr><td>C+</td><td>Pass</td><td>Credits Earned</td><td>60 – 64</td></tr><tr><td>C</td><td>Pass</td><td>Credits Earned</td><td>55 – 59</td></tr><tr><td>C-</td><td>Pass</td><td>Credits Earned</td><td>50 – 54</td></tr><tr><td>D</td><td>Fail</td><td>No Credits Earned</td><td>40 – 49</td></tr><tr><td>E</td><td>Fail</td><td>No Credits Earned</td><td>0 – 39</td></tr></table>	Grade	Meaning	Result	Percentage	A+	Distinction	Credits Earned	90 – 100	A	Distinction	Credits Earned	85 – 89	A-	Distinction	Credits Earned	80 – 84	B+	Merit	Credits Earned	75 – 79	B	Merit	Credits Earned	70 – 74	B-	Merit	Credits Earned	65 – 69	C+	Pass	Credits Earned	60 – 64	C	Pass	Credits Earned	55 – 59	C-	Pass	Credits Earned	50 – 54	D	Fail	No Credits Earned	40 – 49	E	Fail	No Credits Earned	0 – 39
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C-	Pass	Credits Earned	50 – 54																																														
D	Fail	No Credits Earned	40 – 49																																														
E	Fail	No Credits Earned	0 – 39																																														

5.3 Paearu Taumata | Grade Criteria

Students may be awarded one of the following grades for a course:

Table 4: Grade Criteria

Grade	Meaning	Criteria
CR	Credit Recognition	The student has applied for and been awarded a credit recognition from another qualification
CTG	Continuing	The Course runs for more than one semester and the final Summative Assessment has not yet occurred. No Credits earned
DEF	Deferred	The student has approval to complete a Course Assessment beyond the schedule date. Unless an exception has been approved, any Deferred Grade remaining on a student's record beyond a duration equal to that of the original course will be changed to the grade to which the Student would otherwise be entitled. No Credits earned.
DNC	Did not Complete	The grade DNC (Did Not Complete) is recorded if a student has either withdrawn after 75% of the scheduled Course duration; or not attempted a compulsory item of Assessment within a Course. No Credits earned.
ES	Student Exchange	The Student has completed an approved inter-institutional exchange and it is not appropriate for another grade to be awarded. No Credits earned.
NGA	No Grade Associated	Course assessment and reporting of results are not required for this course or are carried out by an external agency. No Credits earned
R	Restricted Pass	The student has been awarded a restricted pass subject to Relevant clause in this schedule. Credits earned.
W	Withdrawn	The student withdraws from a Course after 10% of the scheduled Course duration and up to, or at, the date at which 75% of the scheduled Course has passed. No credits earned.
#	Estimated Grade	If any portion of Summative Assessment has been estimated, the final grade will be an estimated grade, and annotated “#” on the Student's Academic Record.

6. Aromatawai Mahinga | Assessment Procedures

Assessment Procedures comply with Unitec's Assessment Moderation and Grades Policy and associated procedure.

6.1 Ākoranga Aromatawai | Course Assessment

Courses employ both formative and summative assessment activities. Formative assessments do not contribute to the final grade for a given course. All summative assessment elements are compulsory unless otherwise approved and noted in course information.

Students must attempt all compulsory assessment activities in order to pass and receive credit for any course. Students who do not attempt a compulsory item of assessment may be awarded a 'Did Not Complete'(DNC) for the whole course and may not earn any credits.

6.2 Aromatawai I Roto I Te Reo | Assessment in Te Reo

All students have the right to submit any summative assessment task in Te reo Māori. The process for submission of summative assessment work in Te reo Māori is governed by the Unitec Assessment in Te Reo Māori procedure and detailed in course material.

6.3 Tāpaetanga Tōmuri | Submission and late submission of Level 8 work

Unless an extension has been granted by the relevant Academic Authority and except in exceptional circumstances beyond the control of the candidate, no late work will be accepted for marking.

6.4 Whakamātautau Anō | Resubmission or Reassessment

- a. A piece of assessment that has been awarded a 'fail' grade may be re-submitted:
EITHER
 - i. only one failed assessment per course may be re-submitted;
 OR
 - ii. no more than 30 per cent of the course value of assessment may be submitted for re-assessment.
- b. The maximum grade allowable for a re-assessed failed assessment is C-.
- c. An assignment may not be re-submitted more than once.
- d. If a 'fail' grade is awarded, the candidate shall receive a copy of the assessed work and the original shall be held.
- e. The candidate shall make a request for a re-submission to the relevant Academic Authority, in writing, within seven working days of the return of the assignment and negotiate a re-submission date with the lecturer responsible for the assignment.
- f. Any candidate who is required to re-submit or significantly revise a Master's research thesis, dissertation, or research project must do so within three months from the date of notification of the result.
 - i. In exceptional circumstances, this period may be extended by the relevant Academic Authority.
 - ii. If submission is not completed by the end of the period for which fees have been paid, the student must re-enrol and pay for 15 credits.

6.5 Āhuetanga Aromatawai Motuhake | Affected Performance Consideration

A student may apply for Affected Performance Consideration (APC) if:

- The student is unable to attend an examination, compulsory assessment or fixed time and place assessment activity due to illness, injury, bereavement or other critical circumstances
- The student's preparation for, or performance in an examination or any summative assessment has been seriously impaired due to circumstances beyond their control

Applications for APC are made by a student within 5 working days of the affected assessment event. Decisions to approve an APC and to apply any remedy are made according to the Assessment and Grading Procedures and Regulations.

6.6 Pāhi Rāhui | Restricted Pass

No restricted passes shall be awarded for courses in a Master's degree.

6.7 Tuaruatanga | Repeating Courses

Any Student enrolled in a level 8 course that comprises part of a postgraduate programme does not have an automatic right to re-enrol. Students must apply for permission to re-enrol to the relevant Academic Authority (see 6.8 below). There is no provision for third time enrolment for a course that comprises part of a Postgraduate Programme. A Master's research thesis, dissertation, or research project at Level 9 may not be repeated.

Students who are repeating a Level 8 course would normally be required to submit all assessment items. In some cases, with the prior approval of the relevant academic authority, students may not be required to repeat an equivalent assessment item that they had previously passed. This must be negotiated within the first two weeks of the commencement of the course and will specify any course grade that will be carried over.

6.8 Whakakorenga | Exclusions

No student will be allowed to enrol in any course more than twice unless there are exceptional circumstances approved by the relevant academic authority.

- a. Any Student who fails to achieve at least 50 per cent of the credits that he or she is enrolled in in any 12-month period may be excluded by the relevant Academic Authority from re-enrolling in any further courses. The decision whether students can re-enrol in further courses will be based on a student's likelihood of succeeding in further study and will be made by the relevant Head of School.
- b. When calculating the 12-month period in a. above, Unitec reserves the right to include any relevant time spent by the Student studying at another tertiary institution.

	<p>c. A Student who has not achieved a Pass Grade for a Level 8 Course in a Post-graduate Programme shall not be enrolled again for that Course except with the permission of the relevant Academic Authority. There are no provisions for repeating a Level 9 or 10 course.</p> <p>d. The relevant Academic Authority will advise the Student in writing of their decision, and the reasons for such decision, and any orders made.</p> <p>6.9 Research Projects and Examination Regulations The supervision and examination of Theses, Dissertations, and Research Projects are governed by the Master's Degree Generic Regulations.</p> <p>6.10 Tono Pira Appeals Appeals against Decisions for Thesis, Dissertation, or Research Project are governed by the Master's Degree Generic Regulations. Students may appeal other decisions made under these regulations in accordance with the Student Appeal Procedure.</p>
<p>7. Whakaritenga Whānui General Provisions</p>	<p>7.1 Whakamāramatanga ā-kaupapa Definition of Terms In these regulations, unless the context otherwise requires, the following definitions shall apply:</p> <ul style="list-style-type: none"> • 'Relevant academic authority' refers to an individual or role holder, or in some cases a committee, who have been delegated the authority to make a decision within a specific circumstance. A schedule of the various relevant academic authority delegations is maintained by the Programme Academic Quality Committee responsible for the Programme. • 'Dissertation' means a record of a course of study in which a candidate undertakes an independent scholarly investigation of an appropriate topic, and/or a small-scale research project deemed equivalent to 60 credits, level 9. • 'External Examiner' means a person external to Unitec appointed to assess student work. • 'Research Project' means a record of a course of study in which a candidate undertakes a practice-based, applied scholarly investigation of an appropriate topic, deemed equivalent to at least 45 credits, level 9. • 'Supervisor' means a person who fulfils the role of adviser, mentor and motivator, thereby guiding the academic progress of the candidate to reach his or her research potential. • 'Thesis' means a record of sustained independent research in which the candidate's own work forms, as a point of origin or reference, a significant part of the intellectual enquiry of an appropriate topic. It is normally 90 credits or more at Level 9.