

PROGRAMME REGULATIONS

Programme Schedule

Bachelor of Nursing

To be read in conjunction with the [Bachelors Generic Regulations](#).

1. Programme Schedule

The Programme Schedule applies to the Bachelor of Nursing (BN) Level 7 (Credits 360).

2. Programme Specific Admission

2.1 Specific Admission

The admission requirements set out in the Bachelors Generic Regulations do not apply to this programme. To be admitted to this programme, applicants must meet the following requirements:

- a) complete a self-declaration of medical condition(s), if any, that may prevent full participation in the programme and/or prevent registration with a regulatory authority (as applicable); and
- b) Applicants must give their consent to undergo a process of Safety Checking as set out in the Vulnerable Children (Requirements for Safety Checks of Children's Workers) Regulations 2015 ("the Regulations"). This checking process will include:
 - i. Providing 2 forms of identification, and evidence of any name changes (if any);
 - ii. Consent to Unitec undertaking a Police Vet check, or a Criminal Record Check (as required), and advise Unitec of any current charges or pending court matters;
 - iii. Providing a chronological summary of his or her work history, if any, for the preceding 5 years and the name of any professional organisations and/or licensing authorities and/or registration authorities that the student is a member of or been licensed by and that is relevant to the proposed placement (if required);
 - iv. Providing the names of 2 referees who may be contacted by Unitec or your placement provider (if required);
 - v. Attending a face to face interview (if required) for the purposes of a risk assessment as required by section 8 of the Act.

Applicants are also required to consent to the above information gathered as part of the Safety Check to be shared with a host institution for the purposes of a practicum placement.

- c) provide evidence of immune status; and
- d) be able to participate in the practical aspects of the degree; and
- e) have completed an approved First Aid course; and
- f) An applicant for the degree who is transferring from an undergraduate nursing programme at another tertiary education institution will only be considered for selection upon receipt of a confidential report from the institution from which they are transferring.
- g) An applicant meeting English Language Requirements with IELTS or TOEFL certification must have an overall IELTS (Academic) band score of at least 6.5 with no band score lower than 6.5 or a TOEFL score of no less than 575 or a New Zealand Certificate in English Language Level 5 (NZCEL Level 5) or equivalent.
- h) meet academic entry criteria with:
 - 1) University Entrance:
 - **NCEA Level 3**
 - Three subjects – at Level 3 or above, made up of 14 credits each, in three approved subjects
 - Literacy – 10 credits at Level 2 or above, made up of 5 credits in reading and 5 credits in writing
 - Numeracy – 10 credits at Level 1 or above, made up of Achievement standards – specified achievement standards available through a range of subjects, or Unit standards – package of three numeracy unit standards (26623, 26626, 26627 – all three required)
 - and
 - A minimum of 12 credits at NQF Level 2 or higher from one science subject (Biology, Chemistry, Physics or Science)

OR

- 3) Have completed the Certificate in University Preparation (CUP) or the equivalent successfully, including International Students.

3. Selection Criteria

When the number of applications for admission exceeds the number of places available, the following selection criteria will be applied:

- Have work, or other experience, relevant to the courses in the degree.

4. Selection Process

Selection will be made by:

- a) Completed applications for admission to the Bachelor of Nursing degree will be dealt with in the order which they are received.
- b) Selection will be made by relevant Academic Authority, and to offer places to applicants.
- c) Applicants may be required to attend an interview and/or complete an admissions test/assessment.

5. Requirements for the Award of the Qualification

5.1 Bachelor of Nursing

To be awarded the Bachelor of Nursing a student must successfully complete 360 credits, accumulated in the pattern set out in Table 1, from the courses set out in Table 2, **and** complete a minimum of 1100 hours of designated practice.

Table 1: Minimum Credit Requirements

Level	Credits
5	120
6	120
7	120
Total	360

5.2 Course details

Table 2: Bachelor of Nursing

Compulsory courses are shown in **bold** text.

Elective courses are shown *italics*.

Level	Course No.	Course Name	Credits	Prerequisites	Co-requisites	Restriction
Level 5						
5	HEAL5012	Nursing Practice – Community	15			
5	HEAL5014	Nursing Practice – Tertiary	15	HEAL5011		
5	HSDV5140	Contemporary Issues in Aotearoa NZ	15			
5	HSDV5141	Anatomy and Physiology	15			
5	HSDV5142	Enquiry and Communication	15			
5	HSDV5143	Human Development	15			
5	HEAL5023	Human Bioscience	15			
5	HEAL5024	Therapeutic Communication	15			
5	HEAL5026	Introduction to Professional Nursing Practice	30	HSDV5142		
5	HEAL5027	Knowledge for Professional Practice	15	HSDV5142		

Level	Course No.	Course Name	Credits	Prerequisites	Co-requisites	Restriction
5	HEAL5025	Negotiated Learning	15	Relevant Academic Authority approval		
Level 6						
6	HEAL6011	Nursing Practice – Older Adults	30	HEAL5023 & (HEAL5026 or 5011 or 5014 or 5010) & (HEAL5027 or 5024) & (HSDV5140 or HEAL5020) & (HSDV5141 or HEAL5022) & (HSDV5142 or HEAL5012) & (HSDV5143 or HEAL5021		
6	HEAL6012	Nursing in the Community	15	HEAL5023 AND (HEAL5026 or HEAL5011) AND (HEAL5027 or HEAL5024) AND (HSDV5140 or HEAL5020) AND (HSDV5141 or HEAL5022) AND (HSDV5142 or HEAL5012) AND (HSDV5143 or HEAL5021)		
6	HEAL6013	Nursing Practice – Medical	30	HEAL5023 AND (HEAL5026 or HEAL5011) AND (HEAL5027 or HEAL5024) AND (HSDV5140 or HEAL5020) AND (HSDV5141 or HEAL5022) AND (HSDV5142 or HEAL5012) AND (HSDV5143 or HEAL5021)		
6	HEAL6022	Pathophysiology	15	(HSDV5141 or (HEAL5022) and HEAL5023		

Level	Course No.	Course Name	Credits	Prerequisites	Co-requisites	Restriction
6	HEAL6024	Nursing in the Community Aotearoa	30	HEAL5023 & HEAL5026 & HEAL5027 & (HSDV5140 or HEAL5020) & (HSDV5141 or HEAL5022) & HSDV5142 & (HSDV5143 or HEAL5021)		HEAL6012
6	HSDV6144	Intro to Research	15	HSDV5142		
6	HSDV6241	Tauhokai Waiora Tauhokai Waiora	15	HSDV5140		
6	HEAL6023	Negotiated Learning	15	Relevant Academic Authority approval		
Level 7						
7	HEAL7111	Mental Health Praxis	20	HEAL6011 AND (HEAL6024 OR HEAL6012) AND HEAL6022 AND HEAL6013 AND (HEAL6021 OR HSDV6241) AND (HEAL6020 OR HSDV6144)		HEAL7011
7	HEAL7112	Primary Health Praxis	20	HEAL6011 AND (HEAL6024 OR HEAL6012) AND HEAL6022 AND HEAL6013 AND (HEAL6021 OR HSDV624) AND (HEAL6020 OR HSDV6144)		HEAL7012
7	HEAL7113	Acute Nursing Praxis – Surgery	20	HEAL6011 AND (HEAL6024 OR HEAL6012) AND HEAL6022 AND HEAL6013 AND (HEAL6021 OR HSDV6241) AND (HEAL6020 OR HSDV6144)		HEAL7013
7	HEAL7116	Professional Nursing Practice – Transition	60	HEAL7011 & HEAL7012 & HEAL7013		
7	HEAL7015	Negotiated Learning	30	Relevant Academic Authority approval		

Level	Course No.	Course Name	Credits	Prerequisites	Co-requisites	Restriction
7	HEAL7021	Negotiated Learning	30	Relevant Academic Authority approval		
7	HEAL7022	Mental Health Clinical	15	Relevant Academic Authority approval		
7	HEAL7181	Asthma Nursing RN	15	RN currently in practice & Relevant Academic Authority approval		NURS7180
7	HEAL7200	Transition to Practice (Competency Assessment)	30	Relevant Academic Authority approval		
7	HEAL7281	Chronic Obstructive Pulmonary Disease (COPD)	15	RN currently in practice & Relevant Academic Authority approval		NURS7280

Enrolment in the following courses will require Relevant Academic Authority's approval:

HEAL5025 Negotiated Learning, Level 5, Credits 15
 HEAL6023 Negotiated Learning, Level 6, Credits 15
 HEAL7015 Negotiated Learning, Level 7, Credits 30
 HEAL7021 Negotiated Learning, Level 7, Credits 30
 HEAL7022 Mental Health, Level 7, Credits 15
 HEAL7181 Asthma Nursing RN, Level 7, Credits 15
 HEAL7281 Chronic Obstructive Pulmonary Disease (COPD), Level 7, Credits 15
 HEAL7200 Transition to Practice (Competency Assessment), Level 7, Credits 30

5.3 Clinical practice requirements

- Students must attend 100% of off-site clinical practice. Any student who does not meet this requirement will need to make up clinical hours as determined by the Course co-ordinator and the Clinical co-ordinator.
- Students must attend at least 90% of sessions designated as "clinical simulation"
- No student will be allowed to enrol in any clinical course more than twice unless there are exceptional circumstances approved by the relevant Academic Authority.

5.4 Time limit to complete the qualification

Students shall complete the requirements for the award of the degree within *five* years of the date of first enrolment in the degree unless an extension of that time has been approved by both the relevant Academic Authority and the Nursing Council of New Zealand.

5.5 Requirements for Enrolled Nurses

Enrolled nurses may be eligible to complete the degree under a modified programme of study (see Section 9).

5.6 Attendance Requirements

Any student who has been absent for the first three weeks of their enrolment will be unable to continue in their selected courses.

6. Cross Credits and Exemptions

6.1 Except in exceptional circumstances and only with Nursing Council approval, a maximum of 240 credits (specified, unspecified or both) from an incomplete nursing degree programme.

6.2 Internationally Qualified Nurses (IQN)

- Applicants will need to have their overseas qualification assessed by NZQA, this evidence will need to be submitted with Credit Recognition application before application can be assessed.
- Any credit awarded by the relevant Academic Authority will be subject to Nursing Council Approval.

7. Assessment of Prior Learning

There is no provision for assessment of prior learning in this programme.

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8. Assessment

8.1 Assessment basis

8.1.1 Theoretical assessment

All written assessment is achievement based using an 11 point grading scale. Where a course has a final assessment item worth 50% or more of the total course mark, students must achieve a passing grade in that assessment item in order to pass the course unless otherwise specified on the course information.

8.1.2 Clinical assessment

- a) All clinical assessment will be assessed as either achieved / not achieved. Overall grades for clinical courses will be determined by the written component of the summative assessment for each course following successful achievement of clinical assessment. Where a student is deemed to have failed the clinical assessment of a course the overall course grade will be "D".
- b) Where clinical assessment may be unable to be carried out due to exceptional circumstances, the allocation of the course grade will be deferred, contingent on successful achievement of clinical assessment.
- c) Enrolled nurses who are given credit for clinical practice hours (see section 11) will be awarded an overall course grade based on the written assessment for each clinically based course.

- d) Any student who does not achieve clinical competence in any year of the programme shall be given the opportunity to complete an extended clinical experience not exceeding 210 hours, over the duration of the programme. Any extended clinical experience will be approved by the relevant Academic Authority.

Table 3: Extended Hours Allocation

Course Code	Course Name	Hours
HEAL5026	Intro to Professional Nursing Practice	30 (4 days)
HEAL6011	Nursing Practice Older Adult	30 (4 days)
HEAL6013	Nursing Practice Medical	30 (4 days)
HEAL7111	Mental Health Praxis	30 (4 days)
HEAL7112	Primary Health Praxis	30 (4 days)
HEAL7113	Acute Nursing Practice Surgery	30 (4 days)
HEAL7116	Professional Nursing Practice – Transition	30 (4 days)
	Total	210

8.2 Calculation of course grades

- a) Except as otherwise approved by the Academic Board degree Courses shall, and other Courses may, use an 11-point achievement based assessment system, and results shall be specified as follows:

Table 4: Course Grades

Grade	Mark	Status	Range
A+	Distinction	Credits earned	90 – 100
A		Credits earned	85 – 89
A-		Credits earned	80 – 84
B+	Merit	Credits earned	75 – 79
B		Credits earned	70 – 74
B-		Credits earned	65 – 69
C+	Pass	Credits earned	60 - 64
C		Credits earned	55 - 59
C-		Credits earned	50 – 54
D	Fail	No Credits earner	40 – 49
E	Fail	No Credits earner	0 – 39

- b) Students may be awarded one of the following grades for a course if they meet the criteria described.

Table 5: Grade Criteria

Grade	Meaning	Criteria
CR	Credit Recognition	The student has applied for and been awarded a credit recognition from another qualification.
DEF	Deferred	The course result has been deferred.
R	Restricted Pass	The student has been awarded a restricted pass subject to clause 10.3 of this schedule.
W	Withdrawn	If a student withdraws from a course after the 10% date of the course is completed and up to or at the 75% date of the course. 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.

8.3 Restricted passes

- a) Restricted passes may be awarded by the relevant Academic Authority to a student who has narrowly failed a course (48%) and who has achieved a C+ average in the remaining enrolment for that semester.
- b) No more than one restricted pass may be granted to any student for courses in each of level 5 and level 6.
- c) No restricted passes will be granted for practice-based courses as listed below:

Year 1

- HEAL5012 Nursing Practice – Community
- HEAL5026 Introduction to Professional Nursing Practice

Year 2

- HEAL6011 Nursing Practice – Older Adult
- HEAL6012 Nursing in the Community
- HEAL6013 Nursing Practice – Medical
- HEAL6024 Nursing in the Community – Aotearoa

Year 3

- HEAL7111 Mental Health Praxis
- HEAL7112 Primary Health Praxis
- HEAL7113 Acute Nursing Praxis – Surgery
- HEAL7116 Professional Nursing Practice – Transition

8.4 Submission / Late submission of assessments

- a) The due dates of assessment work will be notified in course information.
- b) Assignments submitted after the due date and time will be penalised by a reduction of one grade point per 24 hour period.
- c) Students submitting assignments after the due date and time will be ineligible to resubmit a failed assignment.
- d) When the submission is late due to circumstances beyond the student's control, special assessment circumstances should be applied for.

8.5 Resits and resubmissions

- a) Resits and resubmissions of failed summative assessment items are only available for the first assessment item in any course, unless otherwise specified in course information.
- b) All resits and resubmissions will be carried out in a specified time period not exceeding 14 days from the time the original assessment was returned, or results made available. In all cases, the original marked assignment will accompany resubmitted assignments. If resubmitted work is not accompanied by the original marked assignment, the resubmitted work will not be marked and the original grade will stand.
- c) The maximum grade for any resit/resubmission of assessment is C-. In all cases the grade achieved on resit/resubmission will be the grade used in calculating the overall course grade.

8.6 Special Assessment Circumstances

A student would normally be expected to complete 50% of the summative assessment for a course, or to have missed no more than one summative assessment, to be eligible for consideration. Within any semester, a student may have only **one Special Assessment per course**, except in exceptional circumstances where permission may be granted by relevant Academic Authority. **Please note sections 10.4 and 10.5 needs to be read in conjunction with the Special Assessment Circumstances policy as outlined in the Academic Statute.**

8.7 Assessment Regulations

These Assessment Regulations apply to:

- HSDV 5140 Contemporary Issues in Aotearoa New Zealand
- HSDV 5141 Anatomy and Physiology
- HSDV 5142 Enquiry and Communication
- HSDV 5143 Human Development
- HSDV 5144 Introduction to Practice
- HSDV 6144 Introduction to Research
- HSDV 6240 Law and Ethics
- HSDV 6241 Tauhōkai Waiora: Māori Health and Development
- HSDV 7340 Advanced Research

To be eligible to pass these courses, students **MUST** submit all assessment items.

8.7.1 Submission and late submission of work

- a) Applications for extensions must be made in line with the Special Assessment Circumstances policy.
- b) Any assessment that is submitted late (and does not have a prior approved extension or Special Assessment Circumstance application) will be penalised by a deduction of 10% per day of the student's assignment mark, up to five (5) days, inclusive of weekends.
- c) No assignments will be accepted five (5) days (inclusive of weekends) after the due date and a student will receive a DNC grade thereafter.

8.7.2 Resits and resubmissions

- a) The maximum grade for any resubmission assessment is C- (50%). In all cases the grade achieved on the resubmission will be the grade used in calculating the overall course grade.
- b) If a SAC has been granted for a student to resit an examination, the actual grade achieved will be used in calculating the overall course grade.

8.7.3 Conditions applying to Restricted Pass

- a) Relevant Academic Authority may award a "restricted pass" in a Course which was narrowly failed and where it considers that marginal failure is compensated by good overall performance.
- b) No more than one restricted pass may be granted to any student for level 5 and level 6 courses.

- c) Restricted passes will not be awarded for level 7 course/s.
- d) A student may decline the award of a restricted pass by notifying the Head of Centre in writing no later than 20 working days from notification of the results.

8.8 Use of Te Reo Māori in assessment

Students wishing to complete assessments using Te Reo Māori must inform their Course Co-ordinator in line with the Assessment in Te Reo Māori policy. The method of assessment to be used in such circumstances will be approved by the relevant Academic Authority.

8.9 Exclusions

Existing students with unsatisfactory progress:

Any student who, in any semester of study fails 100% of their enrolled courses, or, students who in two consecutive semesters of study fail 50% or more of their enrolled courses, shall be excluded from the Bachelor of Nursing programme and shall not be permitted to re-enrol without the prior permission of the relevant Academic Authority.

- Students who have not achieved a Pass Grade in the same Course on two occasions shall not be enrolled again for that Course except with the permission of the relevant Academic Authority.
- Any Student who does not meet the Prerequisite requirements in preparation for off-site practice-based learning will not proceed to the off-site practice-based learning experience and will not be awarded Credits for that course.
- Where the relevant Academic Authority considers, in his or her absolute discretion that a Student's performance or participation in any off-site practice-based learning experience is unsatisfactory the Student's attendance may temporarily be suspend. At the time of being notified of his or her suspension, the student shall be advised of the reasons for such temporary suspension. Except where not practicable in the circumstances, a Student should not be temporarily suspended without being given the opportunity to improve his or her performance.

Relevant Academic Authority will advise the Student in writing of its decision, and the reasons for such decision, and any orders made. See relevant sections of the Academic Management Policy.

9. Transitional Arrangements / Modified Programmes of Study

9.1 Transitional Arrangements

9.1.1

- 9.1.1** Any student who has failed the courses set out in Table 7, in 2014 will be required to complete the equivalent courses, set out in Table 8, this will be considered a second attempt at the course. The equivalent courses are compulsory and need to be completed in year 2 of the Bachelor of Nursing programme..

Table 6

Subject	Main Programme	Catalogue	Description	Credit
HEAL	BN	6020	Research for Health Professionals	15
HEAL	BN	6021	Tangata Whenua Health Issues	15

Table 7: Equivalent courses

Subject	Main Programme	Catalogue	Description	Credit	Note
HSDV	BHSD	6144	Intro to Research	15	Equivalent to HEAL6020
HSDV	BHSD	6241	Tauhokai Waiora	15	Equivalent to HEAL6021

9.1.2 Entry for Enrolled Nurses: Nursing Council of New Zealand requirements

- All Enrolled nurses applying for admission to the degree for completion over a shortened period of time, must have their individual study programme approved by Nursing Council in order to gain registration as a nurse.
- Relevant Academic Authority will assess applications. The number and level of credits will be influenced by such factors as date of enrolment, type and area of post enrolment nursing experience.

9.1.3 Table 8: Courses available for repeat purposes and part-time students only under transitional arrangement

Course	Sem	Credit	Lecture Weekly	Tut/Lab Weekly	SDL Total	Theory Total	Total Practice
HEAL6012 Nursing in the Community	1	15	2	2	15	75	75
HEAL6022 Pathophysiology	1	15	3	2	75	150	N/A

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10. General Provisions

10.1 Suspension of study

If a student suspends study for more than one semester, his or her programme of study must, on re-enrolment, be approved by the relevant Academic Authority.

10.2 Withdrawal from a clinical course

A student who attains a DNC or W grade for a clinical course for any reason or who is granted a DNC annotation for a clinical course, may have his or her enrolment in that

course counted for the purposes of meeting the requirements of Nursing Council of New Zealand relating to the number of times a student enrolls in clinical courses.

10.3 Clinical Currency

To ensure currency of nursing skills and knowledge, a student who reapplies to the Bachelor of Nursing programme after an absence of more than 18 months, will be required to complete

- a clinical practice course at the level of their exit; or
- a clinical practice challenge test, which includes a theory and practical assessment.

This will be at the discretion of the relevant Academic Authority on a case by case basis.

10.4 Participation in clinical practice

- a) A student who does not meet clinical competence may be offered an opportunity to complete an extended programme of study at the discretion of the relevant Academic Authority. If offered, the student will be required to meet all associated costs. Refer to section 8.1.2 Table 3: Extended Hours Allocation.
- b) Students must make themselves familiar with the policies of the institution where they are placed for clinical practice. This includes standards of health and safety and immunization status/screening.

10.5 Additional requirements

- a) Students are expected to:
 - work within an acceptable code of ethics, such as the New Zealand Nurses' Organisation Code of Ethics, and/or the Nursing Council of New Zealand Code of Conduct;
 - work within appropriate legislation relating to health and safety, and including the Privacy Act, Health and Disability Commissioners Act, Protection of Personal Rights and Property Act, Health Practitioners Competence Assurance Act (2003), Accident Rehabilitation and Compensation Act and Vulnerable Children's Act;
 - comply with the standards of dress and behaviour which are outlined in the programme's Student Handbook;
 - comply with the requirements of the institutions where they are placed for clinical practice including all health and safety requirements and Police Vetting every 12 months;
 - notify the Head of Department of any criminal conviction incurred during study for the degree;
 - comply with clinical access agreements which require annual Police Vetting;
 - notify the Head of Department of any medical condition that has occurred during study for the degree that may impact on their ability to practice safely as a nurse.

- b) Students must meet the requirements of Nursing Council of New Zealand before applying for registration as a nurse.

11. Commencement

These regulations came into force Semester 1, 2017.