

# PROGRAMME REGULATIONS

## Programme Schedule

### National Certificate in Plumbing (Stages 1, 2 and 3) & National Certificate in Gasfitting (Stages 1, 2 and 3)

To be read in conjunction with Unitec Generic [Certificate Regulations](#).

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#### 1. Regulations for the Certificate

These regulations apply to the National Certificate in Plumbing (NCPlumb) Stages 1, 2 and 3 (Level 4, 193 credits) & National Certificate in Gasfitting (NCGas) Stages 1, 2 and 3 (Level 4, 145 credits) and come into force from Semester 2, 2013.

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#### 2. Programme Specific Admission

**Note:** The General, Special and Discretionary Admission Requirements in the Certificate Generic Regulations do not apply to this programme

##### 2.1 Specific Admission

To be admitted to this programme, applicants must also meet the requirements set out in this schedule

- a. For Stage 1, 2 and 3 entry all applicants must be employed in the plumbing and gasfitting industry
- b. For Stage 2 entry all applicants must have completed the requirements of Stage 1 of the National Certificate in Plumbing and the National Certificate in Gasfitting or completed the Unitec Certificate in Applied Technology (Plumbing and Gasfitting) or equivalent qualification
- c. For Stage 3 entry all applicants must have completed Stage 2 of the National Certificate in Plumbing and the National Certificate in Gasfitting or equivalent qualifications.

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### 3. Selection Criteria

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

- a. the selection and continuation is conditional on the applicant's work experience throughout the duration of the training agreement.
- b. the selection and continuation is conditional on the applicant's scholastic success.

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### 4. Selection Process

Selection will be made by a subcommittee of the Programme Committee set up for the purpose and with the delegated authority of that committee to offer places to applicants.

Applicants may be required to attend an interview.

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### 5. Requirements for the Award of the Qualification

#### 5.1 Credits and courses

To be awarded a UNITEC certificate, students must have satisfied the following requirements:

- a. the successful completion of the required total of credits and courses specified in the regulations for the certificate, including the completion of all compulsory courses and any pre and co-requisites specified;
- b. although students may be awarded credit through credit recognition and/or APL (as specified in clauses 5 and 7 below, and in the programme schedule for the certificate), a minimum of fifty per cent of the credits required for the award of the certificate, must be achieved in courses offered by UNITEC.

#### 5.2 National Certificate in Plumbing (Stages 1, 2 and 3) & National Certificate in Gasfitting (Stages 1, 2 and 3)

- a. To be awarded the National Certificate in Plumbing (Stages 1, 2 and 3) & National Certificate in Gasfitting (Stages 1, 2 and 3) a student must successfully complete all courses listed in Table 1, and pass the final exam appropriate to that qualification.
- b. All assessment events must be passed in order to gain a pass for a course.

**Table 1: Courses for National Certificate in Plumbing (Stages 1, 2 and 3) & National Certificate in Gasfitting (Stages 1, 2 and 3)**

Level	Course No.	Course Name	Credits <sup>1</sup>
<b>Level 4</b>			
4	BUIT4700	Plumbing and Gasfitting Year 1	120
4	BUIT4710	Plumbing and Gasfitting Year 2	120
4	BUIT4720	Plumbing and Gasfitting Year 3	120

<sup>1</sup> The credits listed refer to Unitec credits and do not reflect the credits assigned to unit standards.

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## 6. Credit Recognition and Exemptions

- a. Subject to clause 5.1.b, the Programme Committee may award a student credit recognition or exemptions in recognition of successful equivalent study, at the same or a higher level in the context of another programme.
- b. Credit recognition will normally not be awarded for successful study that took place more than 5 years prior to the date of first enrolment in the certificate.
- c. The credit recognition may be:
  - specified, where there is direct equivalence of the learning outcomes of a completed course and a course in the certificate; or
  - 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.

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## 7. Assessment of Prior Learning

Assessment of Prior Learning is available for all courses in this certificate.

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## 8. Assessment

### 8.1 General

Assessment is competency based.

### 8.2 Calculation of course grades

- a. Course grades using competency based assessment will be reported according to the following criteria:

**Table 3: Course Grades**

Grade	Status
M	Merit Pass
P	Pass
NC	Not Yet Competent

- b. Students may also be awarded one of the following grades where appropriate:

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
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	A student has either withdrawn after the 75% date of the course has been taught or not attempted a compulsory item of assessment within a course. No Credits earned.

### **8.3 Coursework**

- a. The due dates for all summative assessment work will be notified in course information.
- b. Applications for assessment extensions must be made in writing to the Course Coordinator prior to the submission date.
- c. Work received after the submission date without approval will incur a reduction of grades.

### **8.4 Resits and resubmissions**

- a. Students are entitled to resit or resubmit each failed assessment once only.
- b. All resits and resubmissions will be carried out within a specified time period 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 is 'P'. In all cases the grade achieved on resit/resubmission will be the grade used in calculating the overall course grade.