

PROGRAMME REGULATIONS

Programme Schedule

Diploma in Sport and Fitness Education

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

1. Programme Schedule

This Schedule applies to the UNITEC Diploma in Sport and Fitness Education (DipSFE) Level 6 Credits 240.

2. Programme Specific Admission

To be admitted to this programme, all applicants must meet the following requirements in addition to the requirements set out in the Diploma Generic Regulations:

- a. applicants will complete a self-declaration of criminal conviction(s) and any medical condition(s) that may prevent full participation in the programme and/or prevent registration with a regulatory authority (as applicable); and
- b. applicants will sign a consent form allowing a Ministry of Justice convictions database search by a third party (in this instance Unitec Institute of Technology). Any applicants with undeclared convictions identified will be referred to the Admissions Committee.

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. have excellent academic record and/or occupational history;
- b. have motivation to complete the programme;
- c. have sound communication skills.

Applicants who meet the maximum number of listed criteria will be the preferred candidates.

4. Selection Process

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

Applicants may be invited to attend an interview.

5. Requirements for the Award of the Qualification

5.1 Diploma in Sport and Fitness Education

To be awarded the Diploma in Sport and Fitness Education (Level 6, 240 credits) a student must successfully complete 240 credits from the courses listed in Table 1, including 180 credits from compulsory courses, a minimum of 75 at Level 6 **and**

60 credits from elective courses.

Table 1: Courses for Diploma in Sport and Fitness Education

Compulsory courses are shown in **bold**.

Elective courses are shown in *italics*.

Level	Course No.	Course Name	Credits	Pre-requisites
Level 5				
5	SPOR5918	Active Leisure	15	
5	SPOR5921	Sport, Culture and New Zealand	15	
5	SPOR5922	Introduction to Coaching Sport	15	
5	SPOR5929	Human Anatomy for Movement	15	
5	SPOR5931	Human Development for Sport	15	
5	SPOR5939	Introduction to Sport Management and Marketing	15	
5	SPOR5940	Concepts of Sport and Exercise Science	15	
5	SPOR5941	Introduction to Physical Education	15	
5	SPOR5933	Performance Skills for Sport	15	
Level 6				
6	SPOR6920	Coaching Pedagogy	15	SPOR5622 or SPOR5922
6	SPOR6925	Exercise Prescription 1	15	SPOR5629 or SPOR5929
6	SPOR6929	Exercise Physiology	15	SPOR5629 or SPOR 5929
6	SPOR6938	Applied Nutrition for Sport and Health Practitioners	15	SPOR 5940 or SPOR 5938
6	SPOR6948	Applied Psychology for Performance	15	SPOR 5928 or SPOR 5628 or SPOR 5940

Level	Course No.	Course Name	Credits	Pre-requisites
6	SPOR6916	<i>Sociology of Sport</i>	15	SPOR5921
6	SPOR6923	<i>Applied Sport and Exercise Nutrition</i>	15	SPOR 5538 or SPOR 5938 or SPOR 5940
6	SPOR6924	<i>Professional Practicum</i>	15	Application Required
6	SPOR6927	<i>Skill Acquisition</i>	15	SPOR5622 or SPOR5922
6	SPOR6928	<i>Applied Sport and Exercise Psychology</i>	15	SPOR 5628 or SPOR 5928 or SPOR 5940
6	SPOR6930	<i>Sport Injuries</i>	15	SPOR5629 or SPOR5929
6	SPOR6931	<i>Sport Organisation</i>	15	SPOR 5620 or SPOR 5920 or SPOR 5939
6	SPOR6933	<i>Sport and the Law</i>	15	SPOR 5620 or SPOR 5920 or SPOR 5939
6	SPOR6934	<i>Sport Facility Management</i>	15	SPOR 5620 or SPOR 5920 or SPOR 5939
6	SPOR6936	<i>Physical Activity Programmes</i>	15	45 Level 5 credits from any Unitec programme
6	SPOR6937	<i>Sport Biomechanics</i>	15	SPOR5629 or SPOR5929
6	SPOR6939	<i>Applied Sport Marketing</i>	15	SPOR5632 or SPOR5932 or SPOR 5939
6	SPOR6940	<i>Kaupapa Maori Principles through Sport</i>	15	3 level 5 courses
6	SPOR6922	<i>Outdoor Education</i>	15	3 level 5 courses
Level 7				
7	SPOR7921	<i>Exercise Prescription 2</i>	15	SPOR6621 and SPOR6629 or SPOR6925 and SPOR6929

5.2 Elective Courses

A student may, with the prior approval of the Programme Leader, replace a particular elective course from Table 1 with courses from other Unitec programmes.

5.3 Progress through the diploma

- 5.3.1 Except in exceptional circumstances and as approved by the Programme Management Committee, no student may enrol for more than 60 credits in any one semester or more than 45 credits in a summer semester.
- 5.3.2 Except in exceptional circumstances, and as approved by the Programme Management Committee, the maximum time for completion of the Diploma is 8 years from the date of the first enrolment.

5.4 Unsatisfactory Progress

- 5.4.1 Any Student who, over the period covered by the last four semesters of his or her studies at Unitec, including relevant study at other institutions, when Programme regulations specify, has not achieved a pass grade in Courses equivalent to one half or more of the Credits in which he or she has been enrolled over that period, shall be excluded from enrolment in assessed Courses in any Programme, and shall not be permitted to re-enrol in any Programme without the prior permission of the relevant Programme(s) Management Committee.
- 5.4.2 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 Programme Management Committee.
- 5.4.3 The Programme Management Committee will advise the Student in writing of its decision, and the reasons for such decision, and any orders made.

See relevant section of the Academic Management Policy

6. Credit Recognition and Exemptions

6.1 Transfer from the Diploma in Sport and Fitness Education to the Bachelor of Sport

Students who wish to transfer from the Diploma in Sport and Fitness Education to the Bachelor of Sport are to achieve a minimum of a B average. Final transfer decision is at the discretion of the Programme Management Committee. Students who are approved to transfer must complete all compulsory courses and will be awarded specified or unspecified credits at the discretion of the Programme Management Committee.

7. Assessment of Prior Learning

Assessment of Prior Learning will be available for all courses in the diploma.

8. Assessment

8.1 Assessment basis

- a. All courses are achievement based using the 11 point grading scale according to Table 2.

Table 2: Course Grades

Grade	Percentage	Result
A+	90 – 100	Pass
A	85 – 89	Pass
A-	80 – 84	Pass
B+	75 – 79	Pass
B	70 – 74	Pass
B-	65 – 69	Pass
C+	60 – 64	Pass
C	55 – 59	Pass
C-	50 – 54	Pass
D	40 – 49	Fail
E	0 - 39	Fail

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

Table 3: 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 8.2 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	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.

- c. The final grade for a course shall be calculated from the aggregation of all summative assessment activities.
- d. Final grades for courses which have practical components will be determined by the grade gained in the written component of the summative assessment following successful achievement of all practical assessment.

8.2 Restricted pass

- a. The Programme Management Committee may award a restricted pass in a course which was narrowly failed and where there is ample evidence that marginal failure is compensated by good overall performance.

- b. Restricted passes will not be awarded for prerequisite or co-requisite courses.
- c. Restricted passes will not be awarded for a level 7 courses.
- d. A student may decline the award of a restricted pass by notifying the Dean in writing not later than 20 working days from mailing of the results.

8.3 Submissions and late submission of work

- a. Students must submit assignments, and meet due date prescribed requirements, on the date(s) specified.
- b. The Lecturer and/or Programme Leader will normally also deduct marks for late submissions with reference to the following Programme's Late Assessment Policy:

For a late assignment, 10% of total marks available are deducted per day (or part-of), inclusive of weekend days, up to and including 5 days. (Thus, 1 day late = 10% deducted, 2 days late = 20% deducted, etc.).

- c. No assignments will be accepted five (5) calendar days after the due date.
- d. Assignments can be submitted before the due date

Please note that the above section needs to be read in conjunction with the Special Assessment Circumstances section as outlined in the Academic Management Policy.

8.4 Resits and resubmissions

- a. Students are eligible for a resubmission of one failed assessment per course. Some assessments, as outlined in course descriptors are not eligible for resubmission due to the nature of the assessment.
- b. Requests for a resubmission must be made in writing to the Course Lecturer and Programme Leader at any time but no later than five (5) days (inclusive of weekends) upon the release of final semester grades.
- c. In all cases, the original marked assessment will accompany resubmitted assessments. If resubmitted work is not accompanied by the original marked assessment, the resubmitted work will not be marked and the original grade will stand.
- d. Students will be notified by the Course Lecturer (on behalf of the Programme Management Committee) of the outcome of their request, the nature of the resubmission and the new submission date (if applicable).
- e. Any assessment resubmitted or resat is entitled to receive a maximum of a C-grade (50%). In all cases the grade achieved on the resubmission will be the grade used in calculating the overall course grade.
- f. Assessments that are handed in late without prior approval or any DNC assessments will not be eligible for resubmission.
- g. Students who are repeating a course may receive assessment mark for a previous assessment they have successfully passed at an earlier attempt if the assessment in the repeated course is the equivalent as the first attempt.

- i. Request for assessment mark approval for an assessment must be made in writing to the Course Lecturer and Programme Leader no later than five days after the assessment description has been distributed to students.
- ii. Students will be notified by the Course Lecturer (on behalf of the Programme Management Committee) of the outcome of their request. If approved the Course Lecturer will outline the outstanding course expectations with the student.
- iii. Assessment mark approvals are subject to the same mark achieved on the previous assessment.
- h. All requests and outcomes for resubmission will be tracked through Programme Management Committee.

Please note that the above section needs to be read in conjunction with the Special Assessment Circumstances section as outlined in the Academic Management Policy.

8.5 Assessment in Te Reo Māori

Students wishing to complete assessments using Te Reo Māori may do so as per the Assessment in Te Reo Māori policy. The method of assessment to be used in such circumstances will be approved by the Programme Management Committee.

9. Transitional Arrangements or Modified Programmes of Study

9.1 Transitional Arrangements

- 9.1.1 These transitional regulations come into force on 1 January 2009 and shall apply to all students enrolled in the various versions of the programme prior to 2009.
- 9.1.2 The transition arrangements will expire ten years after the introduction of the credit value change to each programme.
- 9.1.3 Programme Management Committees may award unspecified credit to a maximum of 6 credits to students who incur a credit deficit where such an award would enable them to complete their programme during the transition period.
- 9.1.4 Programme Management Committees may authorise personal programmes of study to ensure that students are not disadvantaged during the transition period.
 - a. Students who have successfully completed 135 credits (at level 5 only) of the Diploma in Sport and Fitness Programme will be required to complete the following programme of study.

Course No.	Course Name	Credits	Pre-requisites
SPOR 6920	Coaching Pedagogy	15	SPOR 5622 or SPOR 5922

Course No.	Course Name	Credits	Pre-requisites
SPOR 6925	Exercise Prescription 1	15	SPOR 5629 or SPOR 5929
SPOR 6926	Physical Activity Programmes	15	3 Level 5 Courses
Plus 60 credits (30 or more of which must be at level 6)			
SPOR6916	Sociology of Sport	15	SPOR5921
SPOR6922	Outdoor Education	15	3 level 5 courses
SPOR 5933	Performance Skills for Sport	15	Nil
SPOR 6923	Applied Sport and Exercise Nutrition	15	SPOR 5629 or SPOR 5929
SPOR 6924	Professional Practicum	15	Application Required
SPOR 6927	Skill Acquisition	15	SPOR 5622 or SPOR 5922
SPOR 6928	Applied Sport and Exercise Psychology	15	SPOR 5628 or SPOR5928
SPOR 6929	Exercise Physiology	15	SPOR 5629 or SPOR 5929
SPOR 6930	Sport Injuries	15	SPOR 5629 or SPOR 5929
SPOR 6931	Sport Organisation	15	SPOR 5620 or SPOR 5920
SPOR 6933	Sport and the Law	15	SPOR 5620 or SPOR 5920
SPOR 6934	Sport Facility Management	15	SPOR 5620 or SPOR 5920
SPOR 6937	Sport Biomechanics	15	SPOR 5629 or SPOR 5929
SPOR 6939	Applied Sport Marketing	15	SPOR 5632 or SPOR5932

Course No.	Course Name	Credits	Pre-requisites
SPOR 7921	Exercise Prescription 2	15	SPOR 6621 and SPOR 6629 or SPOR 6925 and SPOR 6929

- b. Students who need to repeat or complete individual courses that have been deleted, or that have been modified because of the updated 2009 programme, will be dealt with by the Department of Sport Programme Management Committee on a case-by-case basis.
- c. The Department of Sport Programme Management Committee has the discretion to award up to 6 credits as a 'Transitional Course' for a student enrolled in the programme prior to 1 January 2009.

9.2 Transitional arrangements effective from Semester 1, 2014

Below is a chart mapping out some of the possible transitional arrangements for those students who may not follow a traditional pathway i.e. failed a level 5 compulsory course, part time students and those students who started in the Diploma in Sport and Fitness Education in Semester 2, 2013:

Student Scenario	Effective Semester 1, 2014
For students who started in the Diploma in Sport and Fitness Education in Semester 2 2013	Enrolment Semester 1 2014 is: SPOR 5921 Sport, Culture and New Zealand SPOR 5922 Introduction to Coaching Sport SPOR 5928 Introduction to Sport and Exercise Psychology SPOR 5932 Introduction to Marketing Sport
For student who started in the Diploma in Sport and Fitness Education in Semester 2 2013 and do not successfully complete SPOR 5920 Intro to Managing Sport	Enrolment for Semester 1 2014 is: SPOR 5921 Sport, Culture and New Zealand SPOR 5922 Introduction to Coaching Sport SPOR 5931 Human Development for Sport <i>Elective Course</i> Will enrol in SPOR 5939 Introduction to Marketing and Management in Semester 2 2014.
For students who are part time or those who have not successfully completed a compulsory level 5 course (as listed below):	
SPOR 5921 Sport, Culture and New Zealand	Enrol in SPOR 5921 in Semester 1 2014
SPOR 5922 Introduction to Coaching Sport	Enrol in SPOR 5922 in Semester 1 2014
SPOR 5928	Enrol in SPOR 5928 in Semester 1 or SPOR

Introduction to Sport and Exercise Psychology	5940 in Semester 2 2014
SPOR 5932 Introduction to Marketing Sport	Enrol in SPOR 5932 in Semester 1 2014
SPOR 5920 Introduction to Managing Sport	Enrol in SPOR 5939 in Semester 2 2014
SPOR 5929 Human Anatomy for Movement	Enrol in SPOR 5929 in Semester 2 2014
SPOR 5931 Human Development for Sport	Enrol in SPOR 5931 in Semester 1 2014
SPOR 5938 Introduction to Sport and Exercise Nutrition	Enrol in SPOR 5938 in Semester 2 2014
Any students who do not fit into any of the scenarios above, will be dealt with on a case by case basis by the Department of Sport Programme Management Committee.	

9.3 Transitional arrangements effective from Semester 1, 2015

Student Scenario	Effective Semester 1 2015
For student who started in the Diploma in Sport and Fitness Education in 2014 or prior to 2014 and do not successfully complete SPOR6926 Physical Activity Programmes or who studied part-time and have not yet completed the course	Are eligible to take one of the following four courses: SPOR6938 Applied Nutrition for Sport and Health Practitioners, SPOR6948 Applied Psychology for Performance, SPOR 6929 Exercise Physiology, and SPOR 6937 Sport Biomechanics
For student who started in the Diploma in Sport and Fitness Education in 2014 and do not successfully complete SPOR 5933 Performance Skills for Sport or who studied part-time	Are eligible to take SPOR 5941 Introduction to Physical Education instead of SPOR 5933 Performance Skills for Sport.
Any student who does not fit into any of the scenarios above, will be dealt with on a case by case basis by the Department of Sport Programme Management Committee.	

9.4 Restriction Table

Students who have successfully completed the courses listed in the Table (Column A) cannot enrol in its corresponding course in Column B.

Table: Course Details for Transitional Students

Course Number Column A	Has a restriction of course Column B
SPOR 5518	SPOR 5918
SPOR 5538	SPOR 5938

SPOR 5620	SPOR 5920
SPOR 5621	SPOR 5921
SPOR 5622	SPOR 5922
SPOR 5628	SPOR 5928
SPOR 5629	SPOR 5929
SPOR 5631	SPOR 5931
SPOR 5632	SPOR 5932
SPOR 5633	SPOR 5933
SPOR5939	SPOR 5620 or SPOR 5920 or SPOR 5632 or SPOR 5932
SPOR 5940	SPOR 5538 or SPOR 5938 or SPOR 5628 or SPOR 5928
SPOR 6528	SPOR 6928
SPOR 6529	SPOR 6926
SPOR 6616	SPOR 6916
SPOR 6620	SPOR 6920
SPOR 6621	SPOR 6925
SPOR 6622	SPOR 6923
SPOR 6624	SPOR 6924
SPOR 6627	SPOR 6927
SPOR 6629	SPOR 6929
SPOR 6630	SPOR 6930
SPOR 6631	SPOR 6931
SPOR 6633	SPOR 6933
SPOR 6634	SPOR 6934
SPOR 6637	SPOR 6937
SPOR 6639	SPOR 6939
SPOR 7621	SPOR 7921
SPOR6922	SPOR6422
SPOR 6936	SPOR 6926

10. Commencement

These regulations came into force in Semester 1, 2016.