

PROGRAMME REGULATIONS

Programme Schedule

National Certificate in Drainlaying

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

1. Regulations for the Certificate

These regulations apply to the National Certificate in Drainlaying (NCDrain) Level 4, 150 credits.

2. Programme Specific Admission

- 2.1** Candidates must be employed in the industry and hold a current Limited licence for Drainlaying issued by the Plumbers, Gasfitters and Drainlayers Board.
- 2.2** However, a candidate not employed directly within the Drainlaying industry and not meeting the Specific Admission criteria as set out in 2.1 may, on application and by approval of the Programme Committee, enrol in the theoretical courses.
- 2.3** Candidates as defined in 2.2 will not be eligible to enrol for the Practical Assessment course but may be awarded a Certificate of Proficiency.

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 demonstrated the greatest work experience;
- b. have demonstrated scholastic success.

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 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.

5. Requirements for the Award of the Qualification

5.1 Credits and courses

To be awarded this 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;
- 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 Drainlaying

- a. To be awarded the National Certificate in Drainlaying (Level 4, 150 credits), a student must successfully complete all courses listed in Table 1.
- b. All assessment events must be passed in order to gain a pass for a course.

Table 1: Courses for National Certificate in Drainlaying

Level	Course No.	Course Name	Credits
Level 2			
2	BUIT2102	Health and Safety	15
2	BUIT2103	Customer service, ethics and consumer law	15
Level 3			
3	BUIT3161	Legislation. Codes and standards 1	15
Level 4			
4	BUIT4171	Trade science and practice 1	15
4	BUIT4181	Plan reading and pricing	15
4	BUIT4172	Trade science and practice 2	30
4	BUIT4162	Legislation. Codes and standards 2	15
4	BUIT4102	Practical Training	15
4	BUIT4103	Practical Assessment	15

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.

7. Assessment of Prior Learning

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

8. Assessment

8.1 General

Assessment is competency based.

8.2 Calculation of course grades

- a. Course grades will be reported according to the following criteria:

Table 2: Course Grades

Grade	Status
P	Pass
NC	Not Yet Competent

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

Table 2: Grade Meaning and 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
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.

8.4 Resits and resubmissions

- a. Students are entitled to resit or resubmit each failed assessment event 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 pass rate for written assignments is 60%, and all assignments must be passed. There is one allowed resit for each assignment, and any student who fails to complete at that point will be required to re-enrol in a short course to complete the requirements.

9. Commencement

These regulations came into force in Semester 1, 2014.