

This document covers the admission requirements for the New Zealand Certificate in Retail

For the full Terms and Conditions of this programme download the following:

- [Certificate Generic Regulations](#)
- [Programme \(Specific\) Regulations](#)
- [Admission Requirements Policy](#)

To be eligible for admission, you must meet two admission requirements:

- Requirements for either general admission
- English language requirements

General Admission

All applicants must:

- Students must be 16 years of age or over.
- Students must be able to demonstrate satisfactory Literacy and Numeracy levels.
- Ideally, the candidate would be working in the retail sector or have access to working in the retail industry.
- An interest in employment in the retail industry area would be an advantage.

English Language Requirements

General English Language requirements

Applicants must have achieved a minimum standard of English as demonstrated by a minimum of 8 credits at NCEA Level 1 in English.

English language entry requirements for international students for whom English is not their first language:

Applicants must have at least ONE of the following:

- a) Gained NCEA level 3 and met New Zealand university entrance requirements;
- b) Clear evidence that they satisfy one of the following criteria for existing English proficiency:
 1. Previous primary and secondary study in English as evidenced by completion of one of the following at schools with English as the language of instruction in countries with a student visa approval rate of at least 80 per cent:
 - i. Completion of all primary education and at least three years of secondary education (that is, the equivalent of New Zealand Forms 3 to 7 or years 9 to 13), or

- ii. Completion of at least five years of secondary education (that is, the equivalent of New Zealand Forms 3 to 7 or years 9 to 13)
at schools using English as the language of instruction are eligible for enrolment at all levels of the NZQF
 2. Previous tertiary study in English: International students are eligible for enrolment at all levels of the NZQF when they can provide clear evidence of completion of a Bachelor Degree, Graduate Certificate, Graduate Diploma, Bachelor Honours Degree, Postgraduate Certificate, Postgraduate Diploma, Master's Degree or Doctoral Degree with English as the language of instruction, from tertiary education providers from New Zealand, Australia, Canada, the Republic of Ireland, South Africa, the United Kingdom or the United States.
 3. Achievement of the Certificate in English Language Teaching to Adults (CELTA)
- c) Achieved, within the preceding two years, at least one of the English proficiency outcomes listed below:
1. NZ Certificate in English Language (NZCEL) (General) (Level 3)
 2. An overall IELTS band score (Academic Format) of 5.5 with no band score lower than 5. The IELTS scores used must be taken from a single IELTS Test Report Form.
 3. An overall TOEFL Paper-based test (pBT) score of 500 (essay 4 TWE) OR an overall TOEFL Internet-based test (iBT) Score of 35 (writing 14)
 4. University of Cambridge English Examinations: FCE or FCE for Schools with a score of 154. No less than 154 in each skill
 5. Pearson Test of English PToE (Academic) with a score of 36 with no score lower than 36