

This document covers the admission requirements for the Postgraduate Certificate in Educational Leadership and Management

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

[Postgraduate 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 or special admission
- English language requirements

Most domestic (NZ) students enter through general admission. If you do not meet the requirements for general admission or special admission may be available.

General Admission

Applicants must have one of the following, or equivalent:

- a recognised bachelor degree in the same or similar discipline, with merit achievement deemed to be an average grade of B- or higher in all level 7 courses;

OR

- a professional qualification in a relevant discipline, recognised as being equivalent to merit achievement in a bachelor degree

AND

- a minimum of three years of appropriate work experience in an educational organisation;
- practising status in an educational organisation which shall enable them to adopt an institution-wide perspective of educational leadership and management, and shall also enable them to conduct institution-based assignment work.

Special Admission

An applicant may be considered for special admission if he/she:

- holds a teaching certificate and/or a diploma in teaching; or
- has completed a specialist educational leadership/management programme at Level 7 or higher and has achieved a B average in that programme.

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 2 in English (4 in Reading, 4 in Writing).

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) (Academic) (Level 5)
 2. An overall IELTS band score (Academic Format) of 6.5 with no band score lower than 6. The IELTS scores used must be taken from a single IELTS Test Report Form.
 3. An overall TOEFL Paper-based test (pBT) score of 590 (essay 5.5 TWE) OR an overall TOEFL Internet-based test (iBT) Score of 79 (writing 21)

4. University of Cambridge English Examinations: CAE or CPE with a score of 176. No less than 169 in each skill
5. Pearson Test of English PToE (Academic) with a score of 58 with no score lower than 50