

# PROGRAMME REGULATIONS

## Programme Schedule

### Postgraduate Diploma in Applied Practice

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

---

#### 1. Programme Schedule

The Programme Schedule applies to the Unitec Postgraduate Diploma in Applied Practice, Level 8, 120 credits.

---

#### 2. Programme Specific Admission Requirements and Special Admission

##### 2.1 Programme Specific Admission Requirements

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

- Have a bachelor's degree (or level 7 Graduate Diploma) in the same or similar discipline; or
- Provide documentary evidence of outcomes in the discipline work environment to demonstrate an ability to perform in the programme and commit to achieving its outcomes.

##### 2.2 Special Admission

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

- an undergraduate degree (or a level 7 graduate diploma) in an unrelated discipline, or competencies equivalent to a bachelor's level graduate, and a minimum of two years' related work experience that is relevant to the aims of this degree approved by the Programme Committee; or



- a graduate diploma qualification in the same or similar discipline, with a B grade average or better, and has a minimum of two years' appropriate work experience approved by the Programme Committee; or
- special admission by successful Assessment of Prior Learning.

## **2.3 English Language Admission Requirements**

The English Language requirements for students set out in the Postgraduate Certificate Generic Regulations apply to all applicants (international and domestic) for whom English is not their first language.

---

## **3. Selection Criteria**

In addition to the above, the following selection criteria may also be applied:

- assessed level of personal motivation to complete the qualification;
- coherence in expression of ideas and opinions;
- practice aptitude;
- academic aptitude;
- level of awareness of the discipline(s);
- quality of independent references.

These criteria are not ranked in any order. Applicants who meet the greatest number of criteria will be the preferred applicants.

---

## **4. Selection Process**

The Programme Committee, or those with authority delegated thereby, will make the selection and the selection panel may include an industry representative where deemed appropriate.

Students applying to enrol in the programme will normally be interviewed to plan their respective programme of learning.

---

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

To be awarded the Postgraduate Diploma in Applied Practice a candidate must successfully complete 120 credits, accumulated in the pattern set out in Table 1. Credits will be accumulated from a combination of compulsory courses as described in Table 2, and elective courses as described in Table 3.

See Tables 5, 7 and 9 for the award of specific Specialisations.



## 5.1 Requirements for the award of the Postgraduate Diploma in Applied Practice without Specialisation

**Table 1: Study pathways for the Postgraduate Diploma in Applied Practice**

Course Level	Credits
Level 8 Compulsory	30 credits
Level 8 Elective courses	90 credits
<b>Total</b>	<b>120 credits</b>

**Table 2: Compulsory Courses for the Postgraduate Diploma in Applied Practice**

Course	Course Name	Credits	Restrictions
<b>CISC8000</b>	<b>Applied Practice in Context*</b>	<b>15</b>	
<b>CISC8001</b>	<b>Research &amp; Community Informed Practice*</b>	<b>15</b>	

\* Specific content of these courses must align with Graduate Capabilities and be approved by the Programme Committee

**Table 3: Elective courses**

Course No.	Course Name	Credits	Pre/Co-requisites	Restrictions
HUBC8000	Review of Learning	15		PC approval
CISC8002	Research Question**	15	CISC8001	
CISC8003	Professional Practice	15		
CISC8004	Leadership in Practice	15		
CISC8005	Aotearoa-New Zealand Social Policy	15		
CISC8006	Contemporary Issues in Community Engagement	15		
CISC8007	Human Rights and Social Justice	15		
CISC8008	Evidence-Based Healthcare in Aotearoa-New Zealand	15		
CISC8009	Practical Biostatistics	15		
CISC8010	Systematic Reviews	15		
CISC8011	Clinical Research Design	15		
CISC8015	Negotiated Study*	15	CISC8000 CISC8001	CISC8030
CISC8030	Negotiated Study (Extended)*	30	CISC8000 CISC8001	CISC8015
Or an approved course from another programme.				

\*Topics in Negotiated Study must be approved by the Programme Committee to complete requirements for Specialisation.

\*\* Specific content of these courses must align with Graduate Capabilities and be approved by the Programme Committee

## 5.2 Requirements for the award of the Postgraduate Diploma in Applied Practice with a Specialisation in Social Practice

To be awarded the Postgraduate Diploma in Applied Practice (Social Practice) a candidate must successfully complete 120 credits, accumulated in the pattern set out in Table 4. Credits will be accumulated from a combination of compulsory and



elective courses as described in Table 5, and elective courses as described in Table 3.

Topics in Negotiated Study must align to graduate capabilities for Specialisation and be approved by the Programme Committee.

**Table 4: Study pathways for the Postgraduate Diploma in Applied Practice (Social Practice)**

Course Level	Credits
Level 8 Compulsory	60 credits
Level 8 Elective courses	60 credits
<b>Total</b>	<b>120 credits</b>

**Table 5: Compulsory Courses for the Postgraduate Diploma in Applied Practice (Social Practice)**

Compulsory courses in **Bold**  
Electives are shown in *Italics*

Course No.	Course Name	Credits	Pre/Co-requisites	Restrictions
<b>CISC8000</b>	<b>Applied Practice in Context**</b>	<b>15</b>		
<b>CISC8001</b>	<b>Research &amp; Community Informed Practice**</b>	<b>15</b>		
And two of the following				
<i>CISC8005</i>	<i>Aotearoa-New Zealand Social Policy</i>	15		
<i>CISC8006</i>	<i>Contemporary Issues in Community Engagement</i>	15		
<i>CISC8007</i>	<i>Human Rights and Social Justice</i>	15		
<i>CISC8015</i>	<i>Negotiated Study*</i>	15	CISC8000 CISC8001	CISC8030
<i>CISC8030</i>	<i>Negotiated Study (Extended)*</i>	30	CISC8000 CISC8001	CISC8015

*\*Topics in Negotiated Study must be approved by the Programme Committee to complete requirements for Specialisation.*

*\*\* Specific content of these courses must align with Graduate Capabilities and be approved by the Programme Committee*

### 5.3 Requirements for the award of the Postgraduate Diploma in Applied Practice with a *Specialisation in Health Science*

To be awarded a Postgraduate Diploma in Applied Practice (*Health Science*) a candidate must successfully complete 120 credits, accumulated in the pattern set out in Table 6. Credits will be accumulated from a combination of compulsory courses as described in Table 7, and elective courses as described in Table 3.



Topics in *Negotiated Study* must align to graduate capabilities for *Specialisation* and be approved by the Programme Committee.

**Table 6: Study pathways for the Postgraduate Diploma in Applied Practice (Health Science)**

Course Level	Credits
Level 8 Compulsory	45 credits
Level 8 Elective courses	75 credits
<b>Total</b>	<b>120 credits</b>

**Table 7: Compulsory Courses for the Postgraduate Diploma in Applied Practice (Health Science)**

Course	Course Name	Credits	Pre/Co-requisites	Restrictions
<b>CISC8000</b>	<b>Applied Practice in Context*</b>	<b>15</b>		
<b>CISC8001</b>	<b>Research &amp; Community Informed Practice*</b>	<b>15</b>		
<b>CISC8008</b>	<b>Evidence-Based Healthcare in Aotearoa-New Zealand</b>	<b>15</b>		

\* Specific content of these courses must align with Graduate Capabilities and be approved by the Programme Committee

## 5.4 Requirements for the Award of the Postgraduate Diploma in Applied Practice with a Specialisation in Clinical Research

To be awarded the Postgraduate Diploma in Applied Practice (*Clinical Research*) a candidate must successfully complete 120 credits, accumulated in the pattern set out in Table 8. Credits will be accumulated from a combination of compulsory courses as described in Table 9, and elective courses as described in Table 3.

Topics in *Negotiated Study* must align to graduate capabilities for *Specialisation* and be approved by the Programme Committee.

**Table 8: Study pathways for the Postgraduate Diploma Applied Practice (Clinical Research)**

Course Level	Option 1
Level 8 Compulsory	60 credits
Level 8 Elective courses	60 credits
<b>Total</b>	<b>120 credits</b>

**Table 9: Compulsory Courses for the Postgraduate Diploma in Applied Practice (Clinical Research)**

Course	Course Name	Credits	Pre/Co-requisites	Restrictions
<b>CISC8000</b>	<b>Applied Practice in Context*</b>	<b>15</b>		
<b>CISC8001</b>	<b>Research &amp; Community Informed Practice*</b>	<b>15</b>		
<b>CISC8008</b>	<b>Evidence-Based Healthcare in Aotearoa-New Zealand</b>	<b>15</b>		
<b>CISC8011</b>	<b>Clinical Research Design</b>	<b>15</b>		



---

## 6. Credit Recognition and Assessment of Prior Learning

Credit recognition for this programme shall be governed by the Generic Postgraduate Diploma Regulations.

The Programme Committee may award a student credit recognition and/or Assessment of Prior Learning in recognition of successful equivalent study, at the same or a higher level in the context of another programme with the following restrictions:

Credit will not be recognised when it arises from:

- courses completed more than 5 years before the application date, except in exceptional circumstances and as approved by the Programme Committee;
- any courses or requirements that are deemed not eligible in the Programme Regulations.

### 6.1 Maximum credits

In cases where students are eligible for credit recognition and/or Assessment of Prior Learning the total number of credits granted will be determined by the Programme Committee but cannot exceed 60 (that being 50% of the qualification).

### 6.2 Assessment of Prior Learning through *Review of Learning*

Students may be eligible for credit recognition and/or exemptions from compulsory courses (Table 3) following Assessment of Prior Learning (APL) claims or following successful completion of the *Review of Learning* Course (HUBC8000, 15 credits, level 8).

Assessment of Prior Learning / Review of Learning has an additional role. Following approval by the Programme Committee (and Unitec Policy) students without relevant undergraduate qualification can make a claim in order to demonstrate knowledge and capabilities to enrol in postgraduate study.

**Table 10: Courses for which Assessment of Prior Learning claims made subject to approval by Programme Committee and Unitec policies and procedures**

Course	Course Name	Credits
<b>All Specialisations</b>		
CISC8000	Applied Practice in Context*	15
CISC8001	Research & Community Informed Practice*	15
<b>Social Practice Specialisation (any two of the following):</b>		
CISC8005	Aotearoa-New Zealand Social Policy	15
CISC8006	Contemporary Issues in Community Engagement	15
CISC8007	Human Rights and Social Justice	15
<b>Health Science Specialisation</b>		



CISC8008	Evidence-Based Healthcare in Aotearoa-New Zealand	15
<b>Clinical Research Specialisation</b>		
CISC8008	Evidence-Based Healthcare in Aotearoa-New Zealand	15
CISC8011	Clinical Research Design	15

*\* Specific content of these courses must align with Graduate Capabilities and be approved by the Programme Committee*

### 6.3 Transfer of credits from project-based courses (level 8 *Negotiated Study* and level 9 project courses)

Students may apply to transfer project work from any project-based course (level 8 *Negotiated Study* and level 9 project courses) to another with approval of the Programme Committee. All assessment items of the new course must be met.

### 6.4 Transfer from Postgraduate Certificate in Applied Practice to the Postgraduate Diploma in Applied Practice

Graduates of the Postgraduate Certificate in Applied Practice may apply to transfer credits of up to a maximum of 45 credits towards the Postgraduate Diploma in Applied Practice, provided that:

- the period between completing the award of the postgraduate certificate and applying for admission to the postgraduate diploma programme does not exceed three years.
- In exceptional circumstances the transfer of credits from a postgraduate certificate completed more than three years before applying for admission to the postgraduate diploma degree may be approved.
- For postgraduate certificate graduates who are subsequently awarded the degree, Unitec's academic record shall show only the qualification of the Postgraduate Diploma in Applied Practice.

---

## 7. Assessment

### 7.1 Assessment basis

All assessment is achievement based using an 11-point grading scale.

### 7.2 Calculation of course grades

- a) Course grades will be determined by the mathematical aggregation of weighted assessment grades and reported according to the following scale:

**Table 11: Course Grades**

Grade	Percentage	Result
A+	90 – 100	Pass
A	85 – 89	Pass
A-	80 – 84	Pass



Grade	Percentage	Result
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 12: 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.
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	The grade DNC (Did Not Complete) is recorded if a student has either withdrawn after 75% of the scheduled Course duration; or not attempted a compulsory item of Assessment within a Course. No credits earned.

---

## 8. Commencement

These regulations came into force in Semester 1, 2016.