Postgraduate Certificate in Applied Technologies [PGCertAT]

To be read in conjunction with Unitec's Academic Statute and associated Policies and Procedures.

These programme regulations apply to the Postgraduate Certificate in Applied Technologies [PGCertAT] programme, which leads to the award of Postgraduate Certificate in Applied Technologies (Level 8) qualification, (60 Credits)

These regulations come into effect from *Semester 1, 2023*.

1. Ngā Ture Hei Whakaurunga | Admission Requirements
 	
Admission Requirements comply with Unitec's Admission Requirements Guidelines.
	To be eligible for admission to this programme, all applicants must meet three admission requirements:
	Requirements for either general admission, special admission, or discretionary admission
	Any additional Programme specific requirements
	English language requirements
	
	1.1 Whakaurunga Whānui | General Admission
	To be admitted to this programme all applicants must be at least 16 years of age on the date of the programme's commencement for the semester in which they wish to and meet the following requirements:
	   a. 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
	   b. A professional qualification in a relevant discipline, recognised as being equivalent to merit achievement in a bachelor degree, or equivalent.
	
	1.2 Whakaurunga Motuhake | Special Admission
	Applicants must have:
	   a. attained the age of 20 years on or before the first day of the semester in which study for the programme is to commence; and
	   b. provided sufficient evidence of aptitude or appropriate work or other life experience that would indicate a successful outcome in the qualification.
	
	1.3 Whakaurunga Kōwhiringa | Discretionary Admission
	There are no provisions for discretionary admission in the programme.
	
	1.4 Whakaurunga Tautui | Programme Specific Requirements
	There are no programme specific requirements.
	
	1.5 Whakaurunga Reo Pākehā | English Language Admission Requirements
	All applicants must provide evidence that they have the necessary English language proficiency required for the Programme as demonstrated by the equivalence of 8 credits at NCEA Level 2 in English (4 in Reading, 4 in Writing).
	
	International applicants and any Domestic applicant for whom English, Māori or NZ Sign is not their first language must also provide evidence that they have the necessary English language proficiency required for the Programme; or an equivalent described in NZQA Rules and on the Unitec English Language Requirements for International Students Web-page.

2. Paearu Kōwhiri Tukanga| Selection Criteria & Process	**2.1 Paearu Kōwhiri | Selection Criteria**
	The following selection criteria will be applied to all applicants:
	   a. exceeding the minimum entry requirements;
	   b. relevant work experience;
	   c. assurance of commitment to all aspects of the programme and to meeting learning outcomes.

Selection Criteria and Processes comply with Unitec's Admission Requirements Guidelines.	Applicants who meet the maximum number of listed criteria will be the preferred candidates **2.2 Tukanga Kōwhiri	Selection Process** Selection will be made by Unitec staff members with the delegated authority to offer places to applicants. These staff members will select students on the basis of written information supplied on the enrolment form. At the discretion of the staff members, an interview (face-to-face or electronic) may be required. A list of delegated staff members is maintained by the Programme Academic Quality Committee (PAQC) responsible for the programme.
**3. Ngā Ture Hei Whakawhiwhi Tohu Mātauranga	Requirements for the Award of the Programme** *Requirements comply with Unitec's Programme Completion and Awards Policy and associated procedure.*	**3.1 Whakaemi Tūtukitanga	Credit Accumulation** To be awarded the Postgraduate Certificate in Applied Technologies a student must successfully complete a minimum of 60 credits in the pattern set out in Table 1 from the courses set out in Table 2. *Table 1: Credit Requirements for Postgraduate Certificate in Applied Technologies* {{TABLE1}}

Table 1:

Level	Compulsory Credits	Elective Credits	Total Credits
8	15	45	60

Table 2: Course Details – Postgraduate Certificate in Applied Technologies
Compulsory courses are shown in **bold** and Elective courses in *italics*.

Course No	Course Name	Credits	Pre-requisites	Co-requisites	Restrictions
Level 8					
COMP8801	**Research Methods in Applied Technologies**	**15**			
COMP8811	*Data Analytics and Intelligence*	15			
COMP8812	*Data Warehousing and Big Data*	15			
COMP8814	*Database Application and Development*	15			
COMP8821	*Cyber Security Concepts and Practice*	15			
COMP8822	*Cryptography and Information Security*	15			
COMP8824	*Cyber Law*	15			
COMP8826	*Enterprise Network Architecture Design and Security*	15			
COMP8825	*Mobile Security*	15			
COMP8827	*Mobile and Wireless Communications*	15			
COMP8828	*Cloud Computing*	15			
COMP8839	*Advanced Applications of Cyber Security in Cloud Computing*	15			
COMP8831	*Machine Learning*	15			
COMP8832	*Internet of Things*	15			
COMP8833	*Advanced Web Development*	15			
COMP8834	*Network Programming*	15			
COMP8822	*Cryptography and Information Security*	15			

3.2 Mahi Waehanga Pāhekoheko | Integrated and Work-based components

There are no work-based components in this programme.

3.3 Mahi Akoranga I A Wāhanga | Course Load per Semester
The normal full-time course load is 60 credits per semester.

3.4 Whakaurunga Takiwā | Enrolment Periods
a. The normal enrolment period is 6 months (full-time study) or 12 months (part-time study).
b. The maximum period to complete this qualification, with the approval of the relevant Academic Authority is 2 years
c. Students who are prevented by ill health, or other cause, from completing the programme requirements within the maximum period of enrolment, the relevant Academic Authority may approve suspension of enrolment for up to a maximum of six months.
d. Enrolment will normally be continuous. The relevant Academic Authority may, on the receipt of an application from a candidate, approve a suspension of enrolment for up to a maximum of six months. In such cases, the period of suspension will not count towards the registration period of the postgraduate certificate.

3.5 Whakawhiwhi Tāpiripiri| Additional Awards
There are no formal exit or milestone awards for this programme. A student enrolled in the Postgraduate Certificate in Applied Technologies may choose to exit the programme before completion and seek to cross credit completed courses to another programme under the conditions described in the Programme Regulations of that programme.

4. Tūtukitanga Whakamihi | Credit Recognition
 	
Credit Recognition complies with Unitec's Assessment, Moderation and Grades Policy and associated procedure.
	4.1 Whakawhiti Tūtukitanga | Cross Credit
	Credits will not be awarded for successful study that took place more than 5 years prior to the date of first enrolment in the programme.
	a. A student may be awarded credits or exemptions in recognition of successful equivalent study, at the same or a higher level in the context of another programme.
	b. The credit recognition may be:
	  i. specified, where there is direct equivalence of the learning outcomes of a completed course and a course in the programme; or
	  ii. 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.
	c. Cross credits will not be given for a Capstone Project in an Undergraduate Degree / Research Project in a postgraduate programme.
	
	4.2 Aromatawai Tōmua | Assessment of Prior Learning (APL)
	Assessment of Prior Learning is available for all courses in this programme. APL decisions will be made on a case-by-case basis under the Unitec Assessment of Prior Learning Procedure.
	
	4.3 Ngā whakawhitinga | Credit Transfer
	There are no credit transfer arrangements for this programme.

5. Waeture Aromatawai | Assessment Regulations *Assessment Regulations comply with Unitec's Assessment, Moderation and Grades Policy*	**5.1 Paparahi Aromatawai | Assessment Basis** Assessment in this programme is achievement based using an 11-point grading scale. Students must obtain at least 50% overall score in any achievement-based course in order to pass that course. **5.2 Ākoranga Taumata | Course grades** Course grades will be determined by the mathematical aggregation of weighted assessment marks and reported according to the following scales. Participants must obtain at least 50% overall score in order to pass achievement-based assessment. ***Table 3: Achievement based 11-point assessment system*** | Grade	Meaning	Result	Percentage | |---|---|---|---|

Grade	Meaning	Credits	Range
A+	Distinction	Credits Earned	90 – 100
A	Distinction	Credits Earned	85 – 89
A-	Distinction	Credits Earned	80 – 84
B+	Merit	Credits Earned	75 – 79
B	Merit	Credits Earned	70 – 74
B-	Merit	Credits Earned	65 – 69
C+	Pass	Credits Earned	60 – 64
C	Pass	Credits Earned	55 – 59
C-	Pass	Credits Earned	50 – 54
D	Fail	No Credits Earned	40 – 49
E	Fail	No Credits Earned	0 – 39

5.3 Paearu Taumata | Grade Criteria

Students may be awarded one of the following grades for a course:

Table 4: Grade Criteria

Grade	Meaning	Criteria
CR	Credit Recognition	The student has applied for and been awarded a credit recognition from another qualification
CTG	Continuing	The Course runs for more than one semester and the final Summative Assessment has not yet occurred. No Credits earned
DEF	Deferred	The student has approval to complete a Course Assessment beyond the schedule date. Unless an exception has been approved, any Deferred Grade remaining on a student's record beyond a duration equal to that of the original course will be changed to the grade to which the Student would otherwise be entitled. 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.
ES	Student Exchange	The Student has completed an approved inter-institutional exchange and it is not appropriate for another grade to be awarded. No Credits earned.
NGA	No Grade Associated	Course assessment and reporting of results are not required for this course or are carried out by an external agency. No Credits earned
R	Restricted Pass	The student has been awarded a restricted pass subject to Relevant clause in this schedule. Credits earned.
W	Withdrawn	The student withdraws from a Course after 10% of the scheduled Course duration and up to, or at, the date at which 75% of the scheduled Course has passed. No credits earned.
#	Estimated Grade	If any portion of Summative Assessment has been estimated, the final grade will be an estimated grade, and annotated "#" on the Student's Academic Record.

6. Aromatawai Mahinga | Assessment Procedures
 	
Assessment Procedures comply with Unitec's Assessment Moderation and Grades Policy and associated procedure.
	6.1 Ākoranga Aromatawai | Course Assessment
	Courses employ both formative and summative assessment activities. Formative assessments do not contribute to the final grade for a given course. All summative assessment elements are compulsory unless otherwise approved and noted in course information.
	
	Students must attempt all compulsory assessment activities in order to pass and receive credit for any course. Students who do not attempt a compulsory item of assessment may be awarded a 'Did Not Complete'(DNC) for the whole course and may not earn any credits.
	
	6.2 Aromatawai I Roto I Te Reo | Assessment in Te Reo
	All students have the right to submit any summative assessment task in Te reo Māori. The process for submission of summative assessment work in Te reo Māori is governed by the Unitec Assessment in Te Reo Māori procedure and detailed in course material.
	
	6.3 Tāpaetanga Tōmuri | Submission and late submission of work
	  a. Any assessment that is submitted late (and does not have a prior approved extension) will be penalised by a deduction of 10% per day of the participants assignment mark, up to five (5) calendar days.
	  b. No assessment will be accepted five (5) calendar days after the due date.
	    i. If the assessment is not compulsory, the participants will receive a 'zero' grade for that assessment;
	    ii. If the assessment is compulsory, then the participants will receive a Did Not Complete (DNC) grade for the entire course.
	  c. Any extension will be carried out within a specified time period as agreed with the relevant academic authority and no further extensions will be granted.
	
	6.4 Whakamātautau Anō | Resubmission or Reassessment
	No reassessment opportunities permitted in this programme.
	
	6.5 Āhuatanga Aromatawai Motuhake | Affected Performance Consideration
	A student may apply for Affected Performance Consideration (APC) if:
	  a. The student is unable to attend an examination, compulsory assessment or fixed time and place assessment activity due to illness, injury, bereavement or other critical circumstances
	  b. The student's preparation for, or performance in an examination or any summative assessment has been seriously impaired due to circumstances beyond their control.
	Applications for APC are made by a student within 5 working days of the affected assessment event. Decisions to approve an APC and to apply any remedy are made according to the Assessment and Grading Procedures and Regulations.
	
	6.6 Pāhi Rāhui | Restricted Pass
	There are no restricted passes available in this programme.
	
	6.7 Tuaruatanga | Repeating Courses
	  a. Students may not enrol to repeat a level 8 course that they have failed without the permission of the Academic Programme Manager
	  b. Students who are repeating a Level 1–8 course would normally be required to submit all assessment items. In some cases, with the prior approval of the relevant academic authority, students may not be required to repeat an equivalent assessment item that they had previously passed. This should be negotiated within the first two weeks of the commencement of the course and will specify any course grade that will be carried over.
	
	6.8 Whakakorenga | Exclusions
	No student will be allowed to enrol in any course more than twice unless there are exceptional circumstances approved by the relevant academic authority.
	  a. Any Student who fails to achieve at least 50 per cent of the credits that he or she is enrolled in in any 12-month period may be excluded by the relevant Academic Authority from re-

	enrolling in any further courses. The decision whether students can re-enrol in further courses will be based on a student's likelihood of succeeding in further study and will be made by the relevant Head of School. b. When calculating the 12-month period in a. above, Unitec reserves the right to include any relevant time spent by the Student studying at institution. c. A Student who has not achieved a Pass Grade for a Course shall not be enrolled again for that Course except with the permission of the relevant Academic Authority. d. The relevant Academic Authority will advise the Student in writing of their decision, and the reasons for such decision, and any orders made. **6.9 Examination Regulations** All formal examinations in this programme are governed by the Unitec Examinations Regulations; **6.10 Tono Pīra | Appeals** Students may appeal the decisions made under these regulations in accordance with the Student Appeal Procedure.
7. **Whakaritenga Whānui | General Provisions**	**7.1 Whakamāramatanga ā-kaupapa | Definition of Terms** In these regulations, unless the context otherwise requires, the following definitions shall apply: 'Relevant academic authority' refers to an individual or role holder, or in some cases a committee, who have been delegated the authority to make a decision within a specific circumstance. A schedule of the various relevant academic authority delegations is maintained by the Programme Academic Quality Committee responsible for the Programme.

8. Āhuatanga Tauwhirowhiro Ritenga \| Transitional Arrangements
There are no transition arrangements in place for this programme.

9. Kupu Āpiti \| Schedules or Appendices

Schedule #: Whakamātautau Taumata \| Embedded Assessment (Unit) Standards

10. Regulation Version Control

Ver No.	Approval Body Details	Effective from	Description of change
1	MIT Academic Standards Committee 27/7/22; NZQA 6/9/22.	Sem 1 2023	New unified programme