

## CLAIMING CREDIT INCLUSIONS FROM NZIM COURSES TO OBTAIN AN NCEA CERTIFICATE OR ENTRY TO UNIVERSITY

Students who complete the **NZIM Certificate in Management** will receive a **complete Level 4 qualification**, and credit into the NZ Diploma in Business.

**Each of the NZIM courses that a student completes is worth ten credits at Level 4**, even though for NCEA the credit inclusion is at Level 2 & 3. Schools delivering our programmes can provide students with an opportunity to obtain a tertiary level qualification (or part of one) before they leave school – and without a student debt!

Credit from **NZIM courses can also count towards University Entrance**. NZIM Certificate in Management courses may provide 14 level 3 credits in a third approved subject area, as long as students have gained literacy and numeracy and other entry requirements in two other approved subjects. Universities may then consider students to have reached the university entrance standard and they **may be admitted *ad eundem statum* at entrance level**.

The NZIM Statement of Achievement is also a record of NCEA credit equivalents for the courses students have passed. **Students may claim 10 credits into NCEA Level 2 or Level 3 certificates for each course passed, up to 80 credits total**. Students may, if they wish, claim the credits after the year in which they have passed the course. For instance a student may pass the course in Year 12 but claim the credits in Year 13.

### These courses each give you 10 Level 2 NCEA credits:

806	Applied Economics	810	Introduction to Law
807	Introduction to Financial Services	811	Introduction to Computing
808	Introduction to Accounting	854	Law and Small Business

### These courses each give you 10 Level 3 NCEA credits:

801	Employment Relations	819	Problem Solving and Decision Making
802	Introduction to Marketing	822	Managing Small Projects
803	Human Resources 1: People at Work	836	Enterprise Research Project
805	Introduction to Management	851	Principles of Small Business Management
809	Human Resources 2: Personnel Practice	852	Establishing a Small Business
812	Workplace Communication	853	Operating a Small Business
814	Business Statistics	855	Planning for Improved Performance
815	Quality Management		
817	Information Systems		

NZQA have identified a number of exclusions and checks to ensure that students don't 'double dip' to qualify for their NCEA Certificate. Students cannot claim an NQF unit or achievement standard **twice** to obtain their NCEA Certificate - once as a direct credit and once as a credit inclusion from a credit transfer into an NZIM course.

Please refer to the NZQA website for a current list of exclusions for the NZIM Courses:

NZIM CertMgt: <http://www.nzqa.govt.nz/ncea/acrp/secondary/7/7411.html> and

NZIM CSBM: <http://www.nzqa.govt.nz/ncea/acrp/secondary/7/74111.html>