



New Zealand
Tertiary College

Health and Wellbeing Prospectus





**Empowering our
students to care, educate
and serve meaningfully
and effectively**

New Zealand Tertiary College (NZTC) was founded in 1982. Since then, we have gained significant professional recognition for our graduates and New Zealand Qualifications Authority (NZQA) approval for our programs.

We are committed to providing comprehensive and professional programs to support the healthcare sector in Aotearoa New Zealand and worldwide.



Welcome to **New Zealand Tertiary College**

Our mission is to empower you with the knowledge, beliefs, skills and attitude that will enable you to achieve your full potential as a caregiver in the healthcare sector. In choosing New Zealand Tertiary College as your place of study, you choose a college with a long history and tradition of commitment to providing outstanding programs.

We are driven by our values, Vision | Te Mata, Heart | Ngākau, Competence | Poutama and Spirit | Wairua to guide our students to be the very best that they can be. These values are fundamental to our identity.

NZTC offers programs for those looking to upskill in their career, those who are looking to become a healthcare assistant and for those who are new to educational pursuits.

All of our qualifications are New Zealand Qualifications Authority (NZQA) approved.

We support our students through their health and wellbeing journey by providing flexible learning modes with a strong focus on the practical.

Welcome to New Zealand Tertiary College – we look forward to getting to know you in your professional journey.

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Mission statement and values

Passionate about our commitment to providing outstanding programs, we are guided by our mission statement which provides a clear direction for our present and future activities.

Our values are the foundational support for our mission statement. They serve as daily reminders of our priorities, guiding every thought, decision and responsibility we have throughout the college.

Mission statement

New Zealand Tertiary College values people and is committed to empowering students to care, educate and serve meaningfully and effectively by providing comprehensive and professional programs.

NZTC values



Vision - Te Mata

Guided by deep care and respect for the vulnerable and recognising their potential unique needs we are encouraged to look to the future and dedicated to the best outcomes for those whose lives we touch.



Heart - Ngākau

With heart and kindness, we celebrate and embrace people and their diverse cultures, talents and abilities. We acknowledge that it is through our students love and affection that families and the wider community benefit.



Competence - Poutama

Dedicated to increasing competence and confidence, we enable students to make a positive difference through care, education, professional service and a commitment to excellence.



Spirit - Wairua

Encompasses not only a spirit to succeed and act with courage and initiative, but is a powerful acknowledgement of God's spirit; the life-force within every child and adult. We honour this spiritual dimension, His guidance and enabling in our lives, our endeavours and our outreach.



Work opportunities

Employment opportunities for Healthcare Assistants are expected to continue to rise due to a growing demand from an ageing population. There are many opportunities for new workers in both the public and private sectors.

Rehabilitation

Under the direction of healthcare professionals like physiotherapists, occupational therapists and doctors, Healthcare Assistants provide support for people who have experienced injuries, so they can live life as independently as possible at home and in their community.

Hospital

As part of a multi-disciplinary team of professionals including doctors and nurses, Healthcare Assistants work under the direct supervision of a registered nurse within a hospital setting.

A career in healthcare

Home and community care

Healthcare Assistants work with clients in the comfort and familiar surroundings of their own home, supporting them to live the life they want, according to their unique situation and individual needs.

Hospice

Working as part of a team of healthcare professionals, Healthcare Assistants assist in managing the physical, emotional, social and spiritual needs of terminally ill clients and their families.

Residential care

Working under the direction of a registered nurse, Healthcare Assistants provide assistance to clients based on their specific needs, with an intent to improving their quality of life.

Student support

Our students are at the heart of everything we do. We pride ourselves on our range of support services available to help you succeed in your studies.

A quality learning environment

You will feel at home studying with NZTC. We have great resources available online and passionate teaching staff to ensure you get the most from your study.

Our people

With over 100 staff, NZTC delivers high quality Health and Wellbeing programs, bringing strong experience across adult education, administration, research, leadership, management, and information technology sectors.

Academic Skills Support Team

We have a team of lecturers dedicated to supporting our students with the development of their academic skills.

- ▶ Academic writing
- ▶ Interpreting essay questions
- ▶ Referencing
- ▶ Research database skills
- ▶ Punctuation and grammar
- ▶ Time management skills
- ▶ Making the most out of NZTC Online

Māori and Pasifika support

To ensure we are hearing the voices and meeting the needs of all students, a Māori and Pasifika Student Liaison is available alongside specific support tutorials.

Pastoral Support

Our Pastoral Support Team is here to help you deal with any personal issues that may affect your performance as a student. Pastoral support regularly supports students through health and family issues, and can direct you to external support agencies should you require them.

IT Help

For any IT-related challenges, help is at hand. Our team offer extended hours to resolve any technical issues you may have, giving clear guidance without the 'techy talk'.



Handbooks

Students are provided with a Student Handbook that contains information on the policies, processes and regulations of NZTC that a student may refer to throughout their study. A Field Experience Handbook is available to all students to ensure they are aware of the processes and requirements of the field experience component of their program.

Flexible study to suit you

NZTC offers a choice of study options designed to suit different learning styles and lifestyles, ensuring you receive a quality and enjoyable educational experience.

Whichever mode of learning you choose, you will need to:

- ▶ Have daily access to a computer or mobile learning device with broadband internet access
- ▶ Complete courses and programs within specified time frames and undertake self-directed study

Blended Learning

This mode of learning blends the flexibility of online learning with work experience. All students have access to NZTC Online for learning including course materials, research and support materials, and assessment submission and return.

Online

This is a flexible mode of learning conducted solely online with no face-to-face attendance requirements. All learning materials and academic resources are accessed online to allow you to balance your studies with work and family commitments.

Courses are completed and assessed online, and you are part of an online learning community where you can interact with other students and lecturers through online discussion forums.



Health and Wellbeing pathways

Our health and wellbeing programs are designed for continuous study, so you can keep learning and progressing onto higher levels of tertiary education.

New Zealand Certificate in Health and Wellbeing (Level 2)



New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3)

New Zealand Certificate in Health and Wellbeing (Advanced Care and Support) (Level 4)



Student profile Kevin Pappachan



Kevin Pappachan always liked helping others. Encouraged by his wife, he decided to follow his heart and embark on a more fulfilling career.

Kevin initially enrolled in the New Zealand Certificate in Health and Wellbeing – Health Assistance Strand (Level 3) and after graduating decided to further upskill by studying the New Zealand Certificate in Health and Wellbeing (Advanced Care and Support) (Level 4).

“This is my first experience to study a program online and it was a very good experience as I felt I was studying in a college atmosphere. All the topics are well organised with a very clear explanation. The journal after each topic aided me to think more about the topics and deepened my knowledge. Most importantly, the discussion part was very helpful as it provided a clear picture about how to approach each assignment.”

Now, two years after he started his first course at NZTC, he is determined to continue studying while he works to keep his skills up to date.

Health and Wellbeing

Qualifications

**New Zealand Certificate in Health and Wellbeing
(Level 2)**

**New Zealand Certificate in Health and Wellbeing
- Health Assistance Strand (Level 3)**

**New Zealand Certificate in Health and Wellbeing
(Advanced Care and Support) (Level 4)**



New Zealand Certificate in Health and Wellbeing (Level 2)



Method:
Full-time



Mode:
Blended



Level:
2



Duration:
12 weeks



Credits:
40

The aim of this program is the development of capable, ethical and professional Healthcare Assistants with a focus on gaining entry-level knowledge and practice within the health and wellbeing sector. Students will understand the changing needs of their clients, and will learn to provide person-centred care under the leadership of a health professional.

Program overview

- ▶ Introduction to the concept of person-centred care
- ▶ Communication and support within a healthcare setting
- ▶ Culturally sensitive care principles
- ▶ Health and safety risks and how to respond

Highlights / Opportunities

- ▶ Develop introductory healthcare skills with no previous study experience needed
- ▶ Practice with confidence in New Zealand's culturally and socially diverse health sector
- ▶ Pursue higher level study with NZTC's Level 3 program

Entry requirements

Before being accepted into the program applicants:

- ▶ Must declare any physical or learning disabilities, or diverse needs that may impact on your performance as a student.
- ▶ Are required to undertake literacy and numeracy testing.

Note:

Applicants must have turned 16 years of age prior to starting the program.

Applicants with English as an additional language are required to provide proof of their English language competency.

Visit www.nztertiarycollege.ac.nz



Our website contains more information about this program including the courses you will be studying and how to apply.



Student profile Jen Skinner

With one full-time job, a part-time job and a personal life to manage Jen Skinner, a New Zealand Certificate in Health and Wellbeing (Level 2) graduate, found studying through NZTC Online incredibly helpful.

"I work on a dairy farm milking cows in the morning, and then work for a luxury lodge doing reservations. With my busy schedule, being able to fit studying around these commitments was such a blessing."

Originally from South Africa, Skinner found the 'Individual Client Care' course resonated particularly well with her as it focused on the importance of working within a person-centred framework.

"I think this is so relevant in our world with many different cultures and belief systems. Coming from a country like South Africa, where there are more cultures than you can count, it's so important to recognise and respect each person's individuality."



New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3)



Method:
Full-time



Mode:
Online



Level:
3



Duration:
22 weeks



Credits:
70

The aim of this program is to develop professional, ethical and highly capable Healthcare Assistants who have a strong foundation of knowledge and practice. Students will become responsive to the changing needs of their clients, and be able to provide outstanding person-centred care under the leadership of a health professional.

Program overview

- ▶ Principles of ethical and professional healthcare practice
- ▶ Practical approaches to applying person-centred care
- ▶ Clinical knowledge and related care techniques
- ▶ Recognising and responding to the changing needs of clients

Highlights / Opportunities

- ▶ Develop the knowledge and skills required to be an effective and capable health caregiver
- ▶ Practice with confidence in New Zealand's culturally and socially diverse health sector
- ▶ Pathway into the New Zealand Certificate in Health and Wellbeing (Advanced Care and Support) (Level 4)

Entry requirements

Before being accepted into the program applicants:

- ▶ Must declare any physical or learning disabilities, or diverse needs that may impact on your performance as a student.

Note:

Applicants must have turned 16 years of age prior to starting the program.

Applicants with English as an additional language are required to provide proof of their English language competency.

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Our website contains more information about this program including the courses you will be studying and how to apply.



Student profile

Anjali Elias

Anjali Elias has always been dedicated to making a positive impact in people's lives.

Enrolling in the New Zealand Certificate in Health and Wellbeing – Health Assistance Strand (Level 3), Anjali was drawn to NZTC's strong student support and reputation for equipping graduates with the skills and knowledge needed to excel in the industry.

"I am passionate about supporting individuals with disabilities to enhance their quality of life and promote their independence. This field allows me to provide personalised care that respects each person's unique needs and abilities."



New Zealand Certificate in Health and Wellbeing (Advanced Care and Support)(Level 4)



Method:
Full-time



Mode:
Blended



Level:
4



Duration:
1 year



Credits:
120

The aim of this program is to develop collaborative advanced Healthcare Assistants who are active contributors within their teams and wider work places. Students will become leaders in their fields, leading themselves and others towards providing advanced, person-centred care, positive organisational change, and improving the quality of care for clients with complex needs.

Program overview

- ▶ Collaborative and innovative approaches to enhance care
- ▶ Advanced clinical knowledge and person-centred care approaches
- ▶ Empowering the carer and the client towards positive health outcomes
- ▶ Leadership of self and others in a healthcare setting

Highlights / Opportunities

- ▶ Practice with confidence in New Zealand's culturally and socially diverse health sector
- ▶ Pathway into further diploma and degree study options

Entry requirements

Before being accepted into the program applicants:

- ▶ Must have completed the New Zealand Certificate in Health and Wellbeing - Health Assistance Strand (Level 3) or equivalent.
- ▶ Must declare any physical or learning disabilities, or diverse needs that may impact on your performance as a student.

Note:

Applicants must have turned 16 years of age prior to starting the program.

Applicants with English as an additional language are required to provide proof of their English language competency.

Visit www.nztertiarycollege.ac.nz



Our website contains more information about this program including the courses you will be studying and how to apply.



Student profile Jenita Karki



Jenita Karki's close bond to her grandparents led her to finding her vocation in aged healthcare.

Recognising her dedication to helping others, a friend recommended completing a Health and Wellbeing qualification at New Zealand Tertiary College. After further research she felt confident that NZTC aligned with her learning style and enrolled in the New Zealand Certificate in Health and Wellbeing (Advanced Care and Support) (Level 4).

"Studying online gave me my own space. I could study or access study materials whenever I liked, or whenever I had time. It meant I could pursue my education while balancing other responsibilities, and I didn't have to worry about going to classes."

Jenita quickly found that the learning she completed online was supporting her daily tasks and care of clients.

"The course 'Contributing to Change' helped me to identify areas of improvement within my workplace, positively impacting the residents and daily operations of the dementia ward."



Additional information

[Frequently asked questions](#)

[How to become an NZTC student](#)

[Find out more](#)

Frequently asked questions

Who studies at NZTC?

The majority of our students are New Zealanders; however, we welcome students from all around the world with various backgrounds and cultures. Some students begin their study with us straight out of school, while others have previously worked in the healthcare sector or in a completely different industry. Whatever their background, our students are passionate about health and wellbeing and making a difference to the lives of the people they care for.

I have studied previously. Is there a possibility of receiving credit towards an NZTC program?

Yes. Credit Recognition and Transfer (CRT) is credit towards your chosen program at NZTC for courses which you have already studied at other tertiary providers.

CRT is assessed on a case-by-case basis. If you wish to apply for credit, you may be required to pay a \$95 fee which covers the cost involved in the assessment process.

For New Zealand qualifications:

If you have a completed (or partially completed) qualification in health and wellbeing from a New Zealand education provider, you may be eligible to receive credit. Receiving credit for your previously completed qualification depends if the learning outcomes in NZTC courses you want to take and the program of your previous study are on the same educational level. To be assessed for CRT, you will need to supply a verified copy of your transcripts and learning outcomes for each course or qualification you have completed. Your previous educational institution will be able to provide these.

For overseas qualifications:

You may be eligible for CRT if you have completed a health and wellbeing qualification at an overseas

tertiary institution. Before NZTC begins the CRT process, you need to get your qualification assessed by NZQA. Please contact NZQA for more information about this process – www.nzqa.govt.nz.

Are NZTC programs internationally recognised?

NZTC health and wellbeing programs are approved by the New Zealand Qualifications Authority (NZQA) and listed on the New Zealand Qualifications Framework (NZQF). Programs listed on the NZQF come with an assurance of quality and are recognised and trusted worldwide.

Is there any financial support?

If you are a full-time student and a New Zealand or Australian citizen, or a permanent resident, you may be eligible for a student loan or allowance through StudyLink to help with your compulsory fees, course related costs and living costs. The student allowance is a weekly payment for full-time students to help with day-to-day living costs. For more information see the StudyLink website – www.studylink.govt.nz.

How are the courses assessed?

All courses are internally assessed and include theory-based assessments and practical components. There are no exams.

Are my tuition fees safe?

In the unlikely event that NZTC is unable to deliver the program you have enrolled in, NZTC has protected your fees with Public Trust. Fees deposited and protected by the Public Trust are held in the Common Fund which has an unsecured guarantee from the New Zealand government. The student fee protection for NZTC is fully compliant with NZQA rules. Should access to your fees be necessary, you may contact Public Trust on 0800 494 733 or email

feeprotect@publictrust.co.nz.

This arrangement has been accepted by NZQA as meeting the requirements of the Education and Training Act 2020 and the Student Fee Protection Rules 2021.

Should you have any questions not covered in this section, please email our Admissions Team or visit our website for more information.

 admissions@nztertiarycollege.ac.nz

 www.nztertiarycollege.ac.nz

How to become a NZTC student

All applications to study at NZTC are completed online.

1

STEP 1: Choose your program of study

Before you begin your application, you need to decide which program you would like to study. Our website has detailed information about each program or you can contact our Admissions Team to discuss the best option for you.

2

STEP 2: Apply

Visit our website to complete your online application.

Some programs have additional admission requirements and you will need to provide verified ID. NZTC will support you through this process.

3

STEP 3: Offer of placement and acceptance

If your application is successful, you will receive an offer letter and invoice. This may be conditional on meeting specific requirements.

To accept the offer of placement, you will need to return your signed offer letter to NZTC, ensuring you initial on each page and pay the tuition fees (if applicable).

4

STEP 4: Enrolment

When you have accepted your place and paid your fees, you will be issued with a Student Acknowledgement Form, which you will need to sign and send back, ensuring you initial on each page.

Once we have received this form, you will be enrolled as a current student and issued with your student details and course start date in order to begin your studies.



“It is so rewarding to walk into a stranger’s home and slowly become a professional mentor and friend.”

- Merv Richdale

Find out more

Visit our website

For the latest information on our programs and to keep up-to-date with what is happening at NZTC visit our website.

 www.nztertiarycollege.ac.nz

Call or email us

If you would like to speak with our Admissions Team call **(09) 520 4000** or email admissions@nztertiarycollege.ac.nz

Connect with us on social media



PLEASE NOTE

Every effort has been made to ensure the accuracy of the information in this prospectus at the time of going to print. However, changes and developments are part of the life of the college and alterations may occur to programs, staff and services described in this prospectus.

Please refer to our website (www.nztertiarycollege.ac.nz) for the most up-to-date information.

New Zealand Tertiary College reserve the right, without notice, to withdraw courses, amend fees, vary the content and delivery of programs etc. at any time before or after the applicant’s admission. The college is responsible for all admissions decisions.

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