



## QUICK FACTS

<b>Programme Name:</b>	National Certificate in Computing (Level 3)
<b>Programme Level:</b>	Level 3
<b>Programme Length:</b>	Flexible
<b>Qualification awarded:</b>	Students who successfully complete the required components will be awarded the National Certificate in Computing (Level 3) by the New Zealand Qualifications Authority (NZQA).
<b>Aim of the Programme:</b>	The aim of this programme is to provide the basic computing skills required a wide range of industries and employment situations.
<b>Programme Fee 2010:</b>	\$2,100.00 - Fees vary per module
<b>Additional Costs:</b>	NZQA registration and/or certificate fee/s may apply.
<b>Programme Location:</b>	Oamaru campus
<b>Programme Start Date:</b>	There are various start dates throughout the year, contact the Campus Manager for details.
<b>Entry Criteria</b>	Open entry - <i>*Please note this applies to all applicants aged 16 years and over. Unless otherwise stated applicants where English is a second language must also have an IELTS score of 5.5 or equivalent.</i>
<b>Selection Criteria</b>	Applicants need to have access to a computer and the Internet.



## CONTACT DETAILS

### Programme Contact

Oamaru Contact  
Kerrie McCone  
Facilitator  
(03) 434 7443  
studyoamaru@aoraki.ac.nz

### Aoraki Polytechnic

Private Bag 902  
TIMARU  
Phone: 0800 4 Aoraki - (0800 426 7254)

#### *Aoraki Polytechnic Disclaimer*

*Aoraki Polytechnic reserves the right to alter training start dates or amend training course content as required. Commencement of all training is subject to sufficient enrolments and gaining internal and external approvals. Fees may also be subject to some alteration prior to commencement of the training.*

**What will the programme cover?**

There are a range of different unit standards assessed in this programme. You can study them in any order, at your own pace, while working towards this qualification.

**Content includes:**

Microsoft Word  
Microsoft Excel  
Microsoft Publisher  
Microsoft Access  
Internet and Email

**Where can this qualification take me?**

The National Certificate in Computing (Level 3) provides the opportunity to further develop information technology skills..

**How do I enrol?**

For information about further study or to request an enrolment pack telephone 03 684 8240 or 0800 4 AORAKI or contact the Oamaru Campus Manager, (03) 434 7443

**Verification of Citizenship/ Permanent Residence:**

For information about the documentation required for verification of Citizenship and Permanent Residency, please refer to the Aoraki Polytechnic *Guide to Enrolment*.

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