

# New Zealand Certificate in Study and Preparation

Prepare for higher-level study



**Ara**

Institute of Canterbury

Ara rau, taumata rau



# Gain the skills and entry requirements needed for higher level study.

The New Zealand Certificate in Study and Career Preparation is designed to equip you with the academic skills and entry requirements for a range of certificates, diplomas and degrees. It will also give you the confidence you need to take your studies to the next level.


This pathway qualification is available in two levels, as outlined over the following pages.

For more information about study and career preparation and the Level 3 and 4 pathways, please visit [ara.ac.nz/career-prep](https://ara.ac.nz/career-prep)


For information on how to apply for a programme at Ara, please visit [ara.ac.nz/apply](https://ara.ac.nz/apply)


# Level 3 programme structure

## New Zealand Certificate in Study and Career Preparation

 Level 3

 Various

 Full-time: 19 weeks

 February and July

The tables below show the courses required for each study pathway. You can study each pathway full-time or part-time over two years and complete the courses in any order.

### Animal Science/Veterinary Nursing pathway

| Code     | Title  |
|----------|--|
| CSCP300  | Skills for Academic Study Level 3                              |
| CSCP203  | Making Sense of Calculations OR                                |
| CSCP314* | Mastering Calculations   |
| CSCP302  | Introduction to the Human Body                                 |
| CSCP403  | Health and Interpersonal Relationships in Aotearoa New Zealand |

### Architectural Studies and Construction pathway

| Code                                   | Title   |
|--|---|
| CSCP300                                | Skills for Academic Study Level 3                     |
| CSCP305*                               | Measurements and Algebra                              |
| <b>Choose two of the courses below</b> |   |
| CSCP407                                | People and Learning Skills                            |
| CSCP408                                | Materials (pending approval)                          |
| TRE0220                                | Tangata akona i te kāinga, tū ana i te marae, tau ana |

### Engineering pre-pathway

| Code     | Title   |
|----------|---|
| CSCP300  | Skills for Academic Study Level 3                     |
| CSCP315* | Measurements and Algebra for Engineering              |
| CSCP407  | People and Learning Skills                            |
| TRE0220  | Tangata akona i te kāinga, tū ana i te marae, tau ana |

### Health pathway<sup>^</sup>

| Code                                   | Title  |
|--|--|
| CSCP300                                | Skills for Academic Study Level 3                              |
| CSCP203                                | Making Sense of Calculations OR                                |
| CSCP314*                               | Mastering Calculations   |
| CSCP302                                | Introduction to the Human Body                                 |
| <b>Choose one of the courses below</b> |  |
| CSCP306**                              | Introduction to Nutrition                                      |
| CSCP403                                | Health and Interpersonal Relationships in Aotearoa New Zealand |

### Sports, Nutrition and Health Promotion pathway

| Code                                     | Title   |
|--|---|
| CSCP300                                  | Skills for Academic Study Level 3                     |
| CSCP302                                  | Introduction to the Human Body                        |
| <b>Choose two of the courses below**</b> |   |
| CSCP306                                  | Introduction to Nutrition                             |
| CSCP203                                  | Making Sense of Calculations OR                       |
| CSCP314*                                 | Mastering Calculations                                |
| CSCP407                                  | People and Learning Skills                            |
| TRE0220                                  | Tangata akona i te kāinga, tū ana i te marae, tau ana |

### Support Work and Social Work pathway

| Code                                       | Title  |
|--|--|
| CSCP300                                    | Skills for Academic Study Level 3                              |
| <b>Choose three of the courses below**</b> |  |
| CSCP302                                    | Introduction to the Human Body                                 |
| CSCP306                                    | Introduction to Nutrition                                      |
| CSCP203                                    | Making Sense of Calculations OR                                |
| CSCP314*                                   | Mastering Calculations   |
| CSCP403                                    | Health and Interpersonal Relationships in Aotearoa New Zealand |
| TRE0220                                    | Tangata akona i te kāinga, tū ana i te marae, tau ana          |

Please note: only one Level 2 course may be selected in any pathway.

\* Requires prior maths knowledge

\*\* CSCP306 is not offered from the Timaru campus

<sup>^</sup>Available in Christchurch in Semester 1 and 2, but only in Semester 1 in Timaru.



## Study Opportunities Pathway

This pathway is for students interested in another Level 4 programme, but do not meet the academic entry requirements.

| Code  | Title  |
|---|--|
| <b>COMPULSORY</b>   |  |
| CSCP300   | Skills for Academic Study Level 3                              |
| <b>Choose three of the courses below or from the approved list of electives on our website. Select only ONE Level 2 course.</b> |  |
| <b>RECOMMENDED</b>  |  |
| CSCP203   | Making Sense of Calculations<br>OR                             |
| CSCP314*  | Mastering Calculations   |
| <b>ELECTIVES</b>  |  |
| CSCP302   | Introduction to the Human Body                                 |
| CSCP306   | Introduction to Nutrition                                      |
| CSCP403   | Health and Interpersonal Relationships in Aotearoa New Zealand |
| CSCP407   | People and Learning Skills                                     |
| TRE0220   | Tangata akona i te kāinga, tū ana i te marae, tau ana          |

\* Requires prior maths knowledge

\*\* CSCP306 is not offered from the Timaru campus

## Level 3 Entry requirements

To be successful in this programme, you'll need some reading, writing, maths and computer skills, and access to a computer with a reliable internet connection. If you'd like to improve your basic computing skills, check out our free Ara Connect courses. If your reading and writing skills aren't ready for Level 3 course work, you'll be required to attend adult literacy classes.

To ensure your expectations match the programme, or to discuss any support you might need during your studies, please contact us.

### English language

This programme has open entry, however English language requirements apply. If English isn't your first language you may be required to provide evidence of your English language skills.

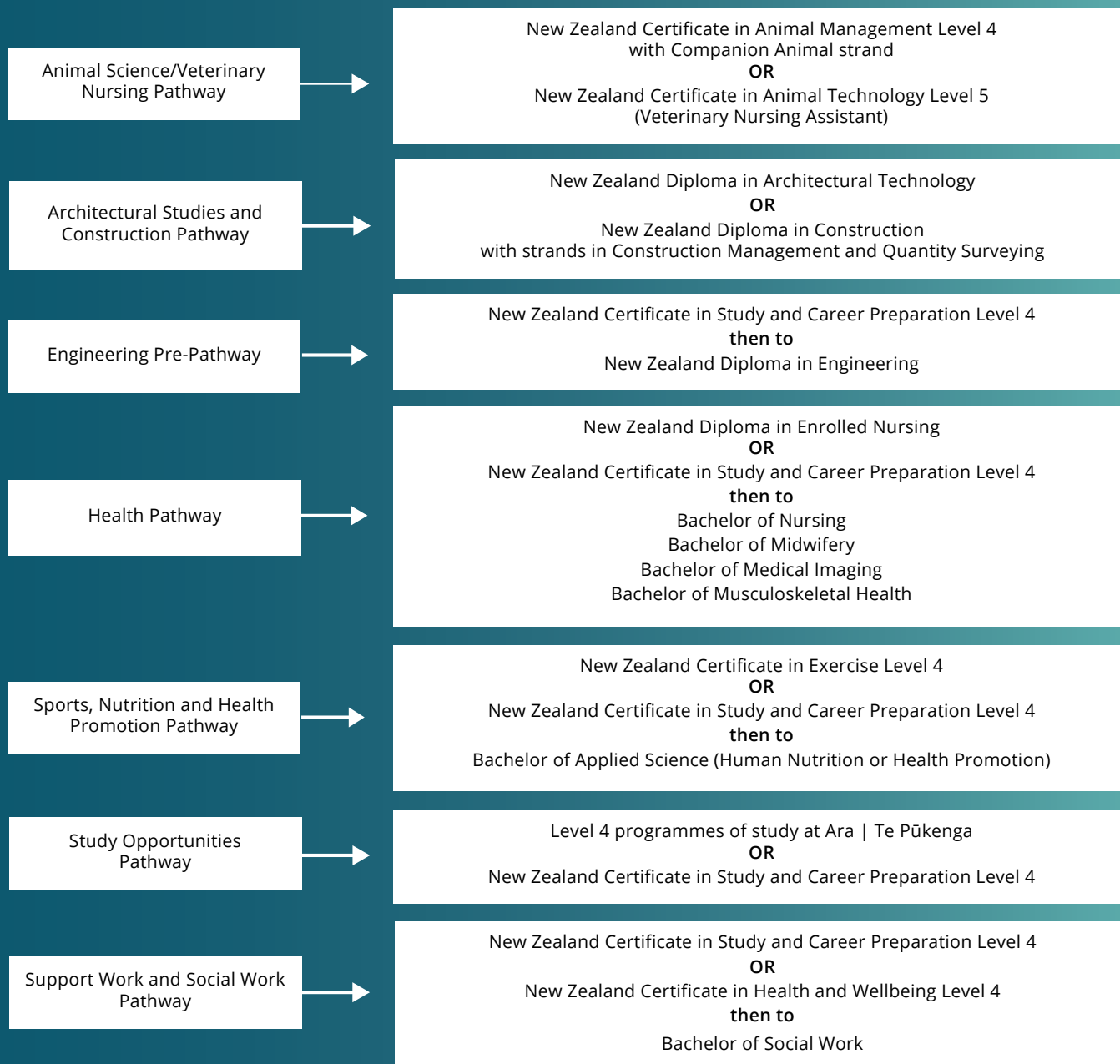
Please refer to our website for relevant IELTS information. If you have no evidence of your English language skills and you're a New Zealand citizen or resident, please contact us for an assessment.

### Please note:

- All pathways are offered in Christchurch
- Only the health pathway is offered in Timaru (in February)
- The first number in the course code indicates the level (eg CSCP300 is a Level 3 course)
- Some maths courses have a pre-requisite
- Only one Level 2 course may be selected in any pathway
- All courses are 15 credits and the whole programme of four courses totals 60 credits
- Completion of the certificate does not mean automatic entry into your chosen programme. Graduates of this programme must apply and meet all requirements of their destination programme
- If your goal is a degree, you'll also need to complete the New Zealand Certificate in Study and Career Preparation Level 4
- The maximum period of time to complete the programme is two years. Extensions may be approved in some circumstances by the Head of Department



# Level 3 pathways




# Level 4 programme structure

## New Zealand Certificate in Study and Career Preparation

 Level 4

 Various

 Full-time: 19 weeks

 February and July

The tables below show the courses required for each study pathway. You can study them full-time or part-time and in any order

### Pre Health pathway

| Code    | Title  |
|---------|--|
| CSCP400 | Skills for Academic Study Level 4              |
| CSCP401 | Essentials of Human Body and Microbial Science |
| CSCP402 | Essentials of Cell Biology and Chemistry       |
| CSCP304 | Mastering Calculations                         |

### Medical Imaging and Applied Science pathway

| Code     | Title  |
|----------|--|
| CSCP400  | Skills for Academic Study Level 4              |
| CSCP401  | Essentials of Human Body and Microbial Science |
| CSCP402  | Essentials of Cell Biology and Chemistry       |
| CSCP404* | Applied Maths                                  |

### Social Work and Broadcasting pathway

| Code    | Title                             |
|---------|-----------------------------------|
| CSCP400 | Skills for Academic Study Level 4 |

Choose three courses from the following:

|         |   |
|---------|---|
| CSCP403 | Health and Interpersonal Relationships in Aotearoa/NZ |
| CSCP407 | People and Learning Skills 4                          |
| TREO220 | Tangata akona i te kāinga, tū ana i te marae, tau ana |
| HWC1400 | Contemporary Issues in Health and Wellbeing           |

*Note: for applicants who have evidence of meeting the outcomes of any of these courses, an alternative course(s), as approved by the HOD Applied Sciences & Social Practice is available*

\* This course has a prerequisite

### Hospitality and Tourism Management pathway

| Code    | Title  |
|---------|--|
| CSCP400 | Skills for Academic Study Level 4              |
| BHT0505 | Principles and Impacts of Tourism – 30 credits |
| CSCP304 | Mastering Calculations                         |

### Business and ICT pathway

| Code    | Title                             |
|---------|-----------------------------------|
| CSCP400 | Skills for Academic Study Level 4 |
| CSCP304 | Mastering Calculations            |

*Two Level 4 or Level 5 courses as approved by the respective HODs of Hospitality, Business & Service Industries, and Creative Industries & Digital Technologies.*

### Architectural Studies and Construction pathway

| Code    | Title                             |
|---------|-----------------------------------|
| CSCP400 | Skills for Academic Study Level 4 |
| CSCP305 | Measurement and Algebra           |
| CSCP407 | People and Learning Skills 4      |
| CSCP408 | Materials (pending approval)      |

*Or other courses as approved by the HOD Engineering & Architectural Studies.*

### Engineering Diploma pathway

| Code    | Title                             |
|---------|-----------------------------------|
| CSCP400 | Skills for Academic Study Level 4 |
| CSCP406 | Engineering Physics               |
| CSCP405 | Algebraic Maths                   |
| CSCP407 | People and Learning Skills 4      |

### Engineering Degree pathway

| Code    | Title                             |
|---------|-----------------------------------|
| CSCP400 | Skills for Academic Study Level 4 |
| CSCP406 | Engineering Physics               |
| CSCP407 | People and Learning Skills 4      |
| DE4102  | Engineering Mathematics 1         |

## Level 4 Entry requirements

### Academic

40 credits at NCEA Level 2 including 10 Level 1 literacy credits and 10 Level 1 mathematics credits, OR New Zealand Certificate in Study and Career Preparation Level 3.

### Alternative

If you can demonstrate tertiary study skills (including literacy and numeracy) gained through work and/or life experience, you may be eligible for alternative entry. Literacy and numeracy assessments are available.

### English language

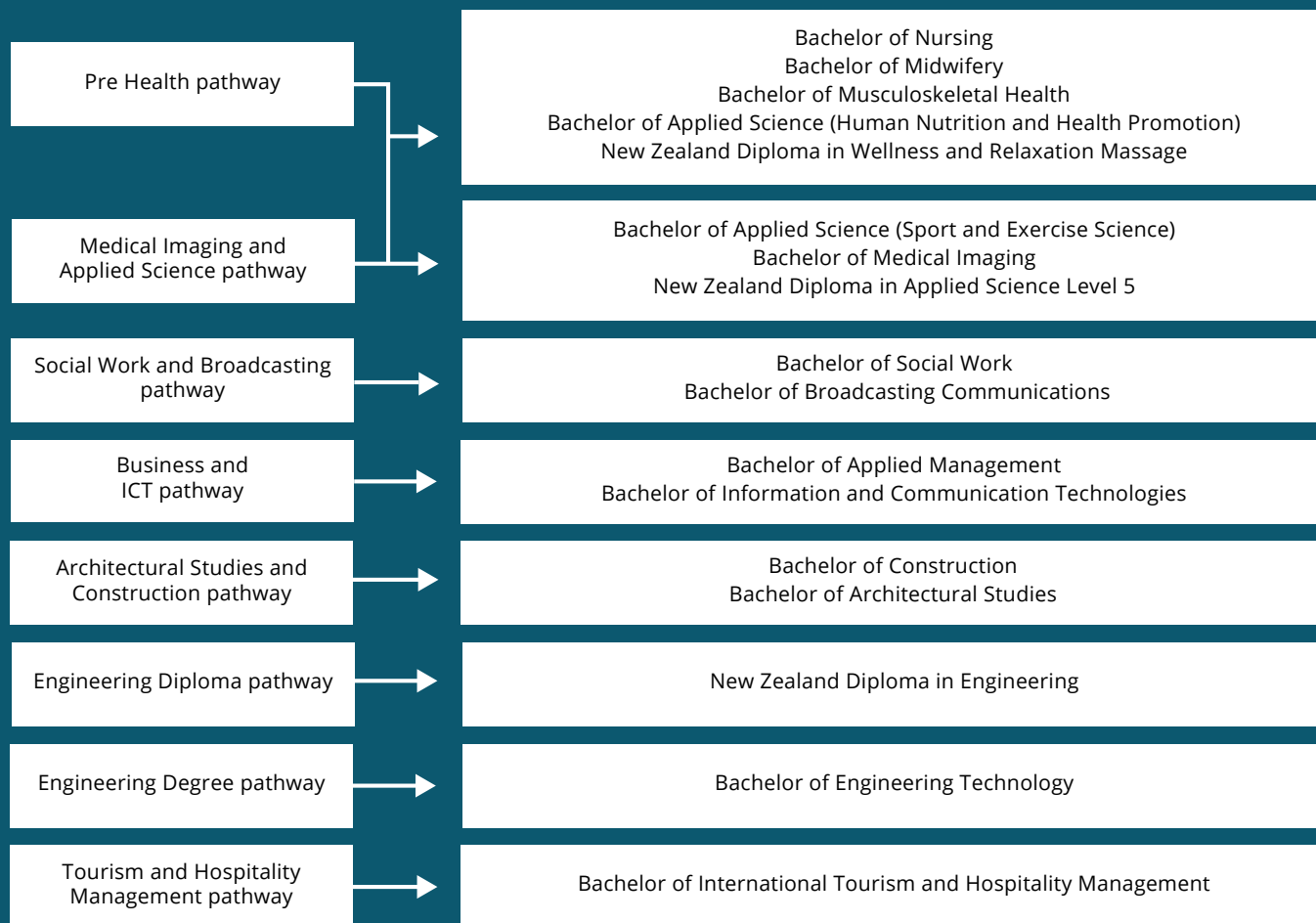
If English isn't your first language, you may be required to provide evidence of your English language skills. Please refer to our website for relevant IELTS information. If you have no evidence of your English language skills, and you're a New Zealand citizen or resident, please contact us for an assessment.

#### *Please note:*

- All pathways are offered in Christchurch; only the health pathways are offered in Timaru
- All courses are available on-site and some are available online
- Not all courses are offered during both semesters
- Some maths courses have a pre-requisite
- All courses are 15 credits and the whole programme totals 60 credits
- Completion of the certificate does not mean automatic entry into degree programmes (other requirements may apply). Entry into health degrees at Ara is competitive; often the number of applicants exceeds the number of places available



# Level 4 pathways



[ara.ac.nz](http://ara.ac.nz)

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