

Short Course Description

A short course offers learning that is outside of the conventional full programme of study linked to qualifications listed on the New Zealand Qualifications Framework (NZQF). Short courses are approved by Unitec.

Short courses can provide an avenue to a greater level of flexibility and faster time to market. They have multiple purposes including:

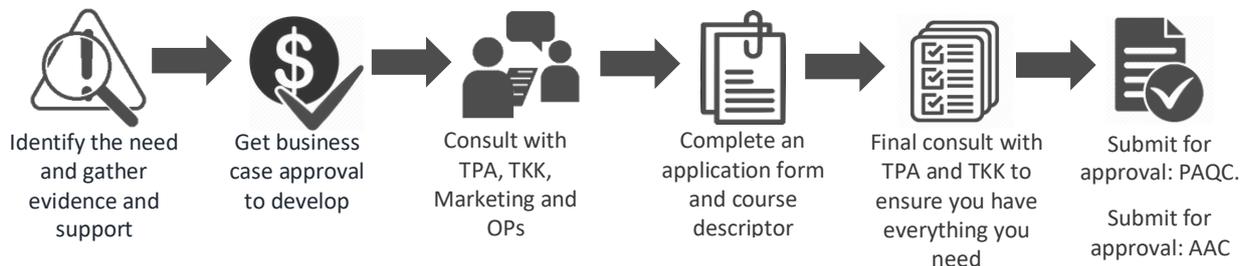
- Recreational
- personal interest
- Industry-Responsive Professional Development.

A short course:

- contains less than 150 hours full-time equivalent learning
- is not formally assessed, but can acknowledge completion by a letter of confirmation of attendance
- does not lead to any award (including unit standards)
- does not contribute credits to further study

Short courses are self-funded only and do not attract any funding from the Tertiary Education Commission (TEC). If you want your course to be TEC funded, you should be requesting a Training Scheme

Process guide for approval of a new short course:



This form can be used for the establishment of multiple short courses. Generic information for all courses can be noted in the application form, with attached course descriptors detailing each individual course.

Please check with Te Korowai Kahurangi if you are unsure of the scale or type of change that you wish to make.

DOCUMENTS REQUIRED TO SUPPORT YOUR APPLICATION

- Course Descriptor (Required)
You must provide a course descriptor for each course in this application.
- Business Case Approval (Required)
Demonstrates internal formal leadership approval.
- Supporting Evidence (list names of documents)
Please also attach any other materials that may be relevant to this application (publicity material, letters of support, etc.).