



# New Zealand Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) (Level 5)



## Domestic fee (all GST inclusive)

Programme: \$1,608.70

Per course: \$804.35

\*Fees are approximate, subject to change and exchange rates

Location	Online
Duration	28 weeks part-time   No full-time option
Delivery	Online activities: readings, discussion forums, research tasks and fact finding. Study will be mainly self-directed and is flexible to suit your needs.

Credits	40
Level	5
Start	Monthly
Apply	Anytime



Got a question? Ask the team at eCampus

## Delivered online through eCampus NZ

Are you an educator with a desire to help adult learners improve their literacy and numeracy skills? This certificate will give you the tools you need to embed literacy and numeracy development into vocational education or workplace programmes.

Please note: Learners under the age of 18 cannot apply for this programme.

What skills will I graduate with?

Graduates of this qualification will have the skills and knowledge for roles such as a Vocational or Workplace Educator/Trainer and as an academic staff member/tutor.

Entry requirements

- > NCEA Level 2. You may still be approved for entry if you can show you have the literacy and numeracy skills needed for tertiary study through other study, work and/or life experience.
- > If English is not your first language, you must provide:
  - > New Zealand University Entrance OR
  - > Overall Academic IELTS 6.5 with no individual band score lower than 6.5 (achieved in one test completed in the last two years), OR
  - > Acceptable alternative evidence of the required IELTS (see here for NZQA proficiency table and here for list of recognised proficiency tests).

If you need to improve your English Language skills, we offer a wide range of English programmes.

COVID-19 vaccination information

As this programme is delivered fully online, you do not need to provide us with a My Vaccine Pass.

- > You will need to provide us with a valid My Vaccine Pass if you want to visit an Otago Polytechnic site for any reason while you are studying with us (e.g. meetings, events, presentations) or attend

graduation in person at the end of this programme.

- > You do not need to provide a valid My Vaccine Pass if you are attending on campus health services (e.g. student health, Kowhai Centre).
- > In exceptional circumstances, exemptions may be granted to this. You can find out more about this in our vaccination policy. If you think you have grounds to be exempt from our vaccination requirements, please email [Covid-19@op.ac.nz](mailto:Covid-19@op.ac.nz)

You can find more information about our vaccination requirements [here](#). And, if you still have further questions, please visit our [FAQs page](#) which you can find [here](#).

#### Your workload

This programme is made up of two courses. Part-time learners will need to study for approximately 14 hours per week.

Depending on your previous academic online experience this may vary a little.

#### Course descriptions

##### 1. Learner-Centred Practice (Level 5, 20 credits)

Learn how to be an effective facilitator of learning as appropriate to your teaching context.

- > Design, implement and evaluate learner-centred activities.
- > Reflect on actions to inform practice and enhance learner outcomes.
- > Use strategies that enhance learning appropriate to the cultural context, the functional literacy needs, and diversity of the learners.

##### 2. Embedding Literacy and Numeracy (Level 5, 20 credits)

Develop the skills to embed literacy and numeracy into a vocational or workplace programme.

- > Identify the reading, writing or numeracy demands of a task, analyse the learners' needs and design and implement strategies to improve learners' reading, writing and numeracy skills.

#### Further study options

Graduates of this qualification may undertake further study towards Level 6 and above qualifications in adult and tertiary teaching.

#### Student loans and allowances

Full-time **domestic students** of this programme are eligible for student loans and allowances (dependent on age and financial circumstances.) Please contact Studylink for additional information. Phone 0800 88 99 00 or visit: [www.studylink.govt.nz](http://www.studylink.govt.nz)

#### Recognition of prior learning

If you already have extensive knowledge and skills gained from practical experience in this area, enquire about our recognition of prior learning process at Capable NZ. You may have already gained credits towards this qualification in the course of your life. [www.capablenz.ac.nz](http://www.capablenz.ac.nz)

#### Disclaimer

While every effort is made to ensure that this sheet is accurate, Otago Polytechnic reserves the right to amend, alter or withdraw any of the contained information. The fees shown in this document are indicative ONLY. Both domestic and international fees are subject to change and are dependent on the development and implementation of Government policies. Please note that additional fees may from time to time be required for external examination, NZQA fees and/or additional material fees.



Got a question? Ask the team at [eCampus](https://www.op.ac.nz/e-campus)

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