



> Creative Careers > Information Technology

Certificate in Information Technology (Level 3)

Duration:	One Semester (Full-Time)
Location:	Dunedin
Options:	Full-Time
Start:	February
Fee*:	Domestic (approx): \$3,188 International (approx): \$9,500
Application:	November 30 and March 20

This programme aims to provide students with an understanding of the IT industry, as well as develop IT foundational skills. Students will develop essential skills towards being an IT professional, as well as the opportunity to explore and establish an understanding of a range of computer concepts. It provides a good entry point into tertiary IT education for school leavers, and also allows mature students to establish an IT foundation. The “hands on” approach to learning, incorporated throughout the programme, encourages experiential learning and allows the student to apply their learning within relevant IT applications.

ENTRY REQUIREMENTS:

Entry to this programme is open. The programme is ideal for those:

- Who may have used computers in the past and could have some computer knowledge, but do not have a good foundation in learning.
- Who may not have had much exposure to computing/IT but do have experience in learning.

International Students: Minimum entry criteria for students who have English as their second language are – test results in the International English Language Testing System (IELTS) to be an overall band score of 5.5, or equivalent TOEFL score.

ADDITIONAL DOCUMENTATION:

Applicants must supply certified copies of proof of identify, academic records and proof of residency (where appropriate).

SELECTION PROCEDURE:

All eligible applicants will be accepted unless the number exceeds available places. In this case, a waitlist will be applied to ensure preference is given to applicants in order of application.

FURTHER STUDY OPTIONS:

Certificate in Information Technology (Level 4), Certificate in IT Service and Support and Bachelor of Information Technology.

STUDENT LOANS/ALLOWANCES:

Full-time 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

RECOGNITION OF PRIOR LEARNING:

Students may apply for Recognition of Prior Learning (RPL) according to the Otago Polytechnic RPL policy, AP501 Recognition of Prior Learning. Our own Centre for Assessment of Prior Learning, CAPABLE NZ facilitates the assessment towards partial or full awarding of this programme.

YOU WILL STUDY:

The Certificate is made up of four courses at Level 3 which are worth 15 credits each. They are designed as introductory courses to enhance readiness for further study in computing and related fields. There is a philosophy of “applied learning” throughout the programme. The courses have been structured so that the students learn through completing tasks that are based on what actually happens in the IT industry. This allows students to not only understand the task that they are completing but how their learning is relevant to their success within the industry.

YOUR WORKLOAD:

This programme is delivered through 18 hours of classes, for 19 weeks (including two weeks holiday).

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QUALIFICATION STRUCTURE:

The Certificate will be awarded on successful completion of 60 credits, including:

Course Name	Credits
IB301 Utilising Software Applications	15
IB302 Developing Professional Skills for IT	15
IB303 Exploring Graphics and Multimedia	15
IB304 Developing Computer Applications	15

All four courses are compulsory. This programme contains no electives.

*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.