



Personal and Professional Development

Bite-sized learning for
you or your career

2023



Te Pūkenga

Learn with the experts


Whether you're looking for that career edge or following a personal interest a professional development course with WITT Te Pūkenga will add another string to your bow in as little as a few hours a week.

Covering a range of industry-relevant topics, choose from a 15-week programme or try something shorter where you can upskill in

just a few days. Either way, you get focused learning from industry experienced experts that fits around your life.

With so many great study options on offer, now's the time to take the next step.

Who knows where it might lead!

A man with short dark hair and a beard, wearing a blue and yellow plaid shirt over a black t-shirt, is sitting at a dark wooden desk. He is smiling and looking down at a laptop screen. His left hand is on the keyboard. A black watch is visible on his left wrist. The background is a plain, light-colored wall with a green plant visible on the right side.

Disclaimer: WITT and Te Pūkenga reserve the right to withdraw or adjust any of the courses listed, alter start dates or fee schedules and make other changes as it may deem desirable or necessary, without prior notice. All courses listed are subject to sufficient number of enrolments and completion of all approval and accreditation requirements.

From 2023, WITT will become part of Te Pūkenga - New Zealand Institute of Skills and Technology. Courses offered by WITT and other subsidiaries of Te Pūkenga are under review as part of the reform of vocational education training. This is to ensure they are portable, consistent, and aligned with the needs of industry. The short courses and micro-credentials featured in this guide may change over time.



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For further information visit
www.witt.ac.nz/pdcourses
If you have any questions
please contact us via email at
info@witt.ac.nz or phone us on
0800 WITT NZ.

Trimester Dates 2023

Trimester 1
6 March - 30 June
Trimester 2
17 July - 10 November
Trimester 3
20 November - 1 March

Professional Development

For you | For your organisation

Ensure your skills are relevant and keep up-to-date with courses, programmes and workshops to build your career.

Popular career development options:

- Accounting - page 27
- Business Analysis - page 61
- Developing Computer Applications - page 58
- Engineering CAD - page 37
- Event Logistics - page 53
- Land Surveying - page 36
- Lead an Effective Team - page 23
- Project Management - page 31

Are you in an organisation with specific training needs? Give WITT Te Pūkenga a try. We have talented tutors with a wide range of skills and knowledge. Contact us to find out how we can help - info@witt.ac.nz



Career development while you work

Power up your career

QualifyMe recognises your work experience as prior learning allowing you to advance your career with as little as two hours per week in the classroom.

QualifyMe qualifications are designed to make working while studying easier. Our programmes allow you to take the next step in your career without the need to leave your employment.

For a 15 credit course, you can expect to invest 10 hours a week and, depending on the course, two to three hours of that will be on campus, with the rest being self directed study.

How does QualifyMe work?

- 1 Check out the QualifyMe booklet to see the programmes on offer and how your work experience and qualifications can give you credit
- 2 Register via the website below to chat to a QualifyMe team member about the right starting point and qualification
- 3 Plan if you want to study full-time or part-time and get started on your journey
- 4 Graduate with your new qualification!

Find out more and get in touch at qualifyme.nz



Personal interest

Courses and micro-credentials

Learn new skills just for fun! While all of the courses at WITT Te Pūkenga can help boost your employability – you might want to take a course for pure enjoyment.

A taster of courses you will find more information on:

- Barista - page 55
- Plant Based Cooking - page 55
- Intro to Makeup - page 48
- Bakery - page 52
- Welding - page 82
- Basic Motor Car Maintenance - page 81
- Horticulture - page 77
- Painting - page 12, 13, 16
- Woodblock T-shirt Printing - page 17
- Te Reo Māori - page 65





**Study
for
FREE**

Te Reo Māori

Learn the official language of Aotearoa!

Whether your interest in te reo Māori is personal or professional, our courses will give you a solid introduction to the language and build on your knowledge of cultural protocols and customs.

Gain confidence in our fun, supportive classes where you will learn to communicate in familiar, everyday contexts.

You can enrol in just one course, or all four courses to gain the New Zealand Certificate in Te Reo Māori Level 1, 2 or 3.

See page 65 for more info.

First Line Management

Do you want to learn how to be a better leader?

Boost productivity, workflow, and team engagement by equipping yourself with the skills to manage performance, resources and systems.

If you're an existing or aspiring manager or people leader, these courses can be completed with minimal time out of work.

You can choose to study just one course, or complete all three and earn the New Zealand Certificate in Business (First Line Management) (Level 4).

See page 23 for more info.



Adult Teaching & Training

Teaching and Learning Strategies

Behaviourist ← → Constructivist



Find up-to-date timetable information here.

Simply scan for accurate times and dates.

	LEVEL	LOCATION	TRIMESTER			PAGE
			1	2	3	
Learner Centered Practice	5	NP		•		9
Perspectives on Teaching and Learning	5	NP			•	9
Teaching Approaches for Learner Success	5	NP		•		9
Workplace Assessment	4	NP	•	•		9

NP = New Plymouth

Focus on valuing and working with learner diversity, establishing a culturally safe and inclusive learning environment, adult learning theory and an introduction on how to embed literacy and numeracy skills.

Assessed through assignments (2)

OFFERED
Trimester
COST
FREE

Perspectives on Teaching and Learning Level 5

Focus on course design, assessment and moderation, embedding reflective practice, and developing the perspectives and principles that will guide your philosophy of teaching and learning.

Assessed through assignments (2)

OFFERED
Trimester
COST
FREE

Teaching Approaches for Learner Success Level 5

Focus on teaching models and facilitation of learner-led interactive teaching sessions that enhance learner engagement and success.

Assessed through assignments (2)

OFFERED
Trimester
COST
FREE

Workplace Assessment (Unit Standard 4098) Level 4

This one-day course is intended for those who want to use their subject-matter expertise to carry out on-job assessment of workplace competency. People with this unit standard are able to demonstrate knowledge of standards-based on-job assessment in the workplace, and the role, skills and attributes of a workplace assessor; and carry out on-job assessment in the workplace using standards and pre-approved assessment tools.

Assessed through class attendance (1 day), assignment

OFFERED
Trimester
COST
\$350



Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Arts & Design

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
ARTS & DESIGN LEVEL 4	Art and Design in Context	4	NP	•	•	12
	Art and Design Practice	4	NP	•	•	12
	Drawing	4	NP	•	•	12
	Painting	4	NP	•	•	12
ARTS & DESIGN LEVEL 5	Creative Technologies 1	5	NP	•		13
	Design 1	5	NP	•		13
	Drawing 1	5	NP	•		13
	Painting 1	5	NP		•	13
	Printmaking 1	5	NP		•	14
	Studio Practice 1	5	NP	•		14
	Studio Practice 2	5	NP		•	14
	The Body 1	5	NP		•	14
ARTS & DESIGN LEVEL 6	Body of Work	6	NP		•	15
	Creative Technologies 2	6	NP	•		15
	Design 2	6	NP	•		15
	Drawing 2	6	NP	•		15
	Exhibition 1	6	NP	•		16
	Exhibition 2	6	NP		•	16
	Painting 2	6	NP		•	16
	Printmaking 2	6	NP		•	16
SHORT COURSES	Mixed Media Collage	3	NP		•	17
	Weatherscapes: An Introduction to Oil Painting	3	NP		•	17
	Woodblock T-shirt Printing	3	NP		•	17

NP = New Plymouth

Programme details are subject to change. See witt.ac.nz or contact us for latest info.



Art & Design in Context Level 4

CAD4.103

This course applies professional approaches to creating, documenting and presenting work within a digital media context.

Assessed through projects (2)

OFFERED
Trimester 1, 2
COST
\$897

Art & Design Practice Level 4

CAD4.101

This course engages learners in practical projects that develops their awareness of fundamental skills, materials and techniques relevant to art and design practice.

Assessed through projects (2)

OFFERED
Trimester 1, 2
COST
\$897

Drawing Level 4

CAD4.102

This course delivers fundamental drawing skills to the learner through the selection and application of appropriate tools and techniques to meet the course project requirements. The course also prepares the learner to identify and discuss a broader analysis of drawing ideas and concepts.

Assessed through projects (2)

OFFERED
Trimester 1, 2
COST
\$897

Painting Level 4

CAD4.104

Learners will develop their skills and knowledge of painting from preparation to application methods. Learners will be able to select from a variety of paint techniques in order to realise an idea. Composition, colour and paint methods are just a few of the topics covered.

Assessed through projects (2)

OFFERED
Trimester 1, 2
COST
\$897

Creative Technologies 1 Level 5

DAD5.002

This course provides an introduction to using creative technologies in the context of producing art or design outcomes for project briefs. Learners explore a range of investigative tools, creative processes, and workshop technologies in order to solve problems.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$836

Design 1 Level 5

DAD5.005

This course introduces graphic design and digital media techniques. Learners will investigate a range of design methods and technologies to develop responses to creative briefs.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$836

Drawing 1 Level 5

DAD5.007

This course engages the learner in the exploration of drawing methods and ideas through projects that reflect the art and design context through creative projects.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$836

Painting 1 Level 5

DAD5.008

This course engages the learner in the exploration of painting projects designed to extend their knowledge and application of painting.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$836



Printmaking 1 Level 5

DAD5.003

This course is designed to offer the learner a variety of project-based learning in relation to print related content. A printmaking component delivers practical skills that builds on lower level learning. The course offers learners an exploration into the field of illustration and design.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$836

Studio Practice 1 Level 5

DAD5.001

This course involves the learner in the management of their studio practice. Project work increases the learner's awareness of professional practice and the contextual requirements of the art and design sector.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$836

Studio Practice 2 Level 5

DAD5.006

This course involves the learner in developing their art and design practice with a view to engaging skills in using related technologies. The learner has the option to manage their project ideas in consultation with the tutor or choose from selected project briefs.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$836

The Body 1 Level 5

DAD5.004

The purpose of this course is to engage the learner in both two-dimensional and three-dimensional investigations of the body. Course content is not confined to the human body and may involve the learner investigating other body forms, such as animals or aliens.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$836

Body of Work Level 6

DAD6.103

This course involves the learner in using investigative tools, creative processes and a range of technologies to construct ideas around a body of work.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$888

Creative Technologies 2 Level 6

DAD6.102

The purpose of this course is to build on the learner's investigative tools and gain specialised skills in a selected area. Ideas are analysed and supported through research findings that position the learner's work within conventions and contexts.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$888

Design 2 Level 6

DAD6.108

This course develops contemporary approaches to graphic design and digital media. The learner is able to generate ideas and projects through research-based practice leading to the presentation of resolved works.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$888

Drawing 2 Level 6

DAD6.105

This course provides the learner with specialised skills and theoretical knowledge in the production of drawing work. The learner will be able to investigate tools and creative processes to develop ideas and present resolved work in a real world context.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$888



Exhibition 1 Level 6

DAD6.101

The aim of this course is to involve the learner in producing and presenting creative work in response to project briefs and selected career paths. The learner will also engage in professional practice and project management resulting in a submission or final exhibition.

Assessed through projects (2)

OFFERED
Trimester 1

COST
\$888

Exhibition 2 Level 6

DAD6.106

This course involves the learner in producing and presenting creative work in response to project briefs and selected career paths. The learner will engage in professional practice and project management resulting in a submission or final exhibition.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$888

Painting 2 Level 6

DAD6.107

This course involves the learner in using investigative tools, methods and technologies relating to painting, including the critical analysis of research findings to support the development of ideas.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$888

Printmaking 2 Level 6

DAD6.104

This course enables the learner to apply specialist skills and knowledge in the printmaking field. This can involve the learner in producing work utilising printmaking and/or digital skills. Professional practice, research and analysis underpin ideas and project work as the learner prepares for a selected career path.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$888

Mixed Media Collage Level 3

S202.034

Investigate a contemporary approach using collage and mixed media to create original artworks

Beginners – intermediate welcome

OFFERED
Trimester 2

COST
\$150

Weatherscapes: An Introduction to Oil Painting Level 3

S202.032

This course is a hands-on introduction to painting with oils including mediums, paint application and image construction.

Beginners welcome

OFFERED
Trimester 2

COST
\$150

Woodblock T-shirt Printing Level 3

S202.036

Create a powerful graphic image using woodblock printing techniques. Then print your design on a T-shirt and wear it home.

Beginners welcome

OFFERED
Trimester 2

COST
\$150



Business Administration



Find up-to-date timetable information here.
Simply scan for accurate times and dates.

	LEVEL	LOCATION	TRIMESTER		PAGE
			1	2	
Performing Financial Transactions	3	NP	•	•	19
Spreadsheets & Technologies	3	NP	•	•	19
Word & Administration Support	3	NP	•	•	19
Working with People	3	NP	•	•	19

NP = New Plymouth

Performing Financial Transactions Level 3

BAT3.004

To enable students to demonstrate an understanding of financial documents in a business and then apply understanding of the financial documents to the accounting cycle.

Assessed through portfolio of evidence

OFFERED
Trimester 1, 2
COST
\$712

Spreadsheets & Technologies Level 3

BAT3.002

- Create and use business technologies to solve business problems.
- Obtain, communicate and reproduce information using business technologies to support business operations and meet business entity requirements.
- Use appropriate systems and software applications to create, store and share documents to meet organisational requirements.

Assessed through portfolio of evidence

OFFERED
Trimester 1, 2
COST
\$712

Word & Administration Support Level 3

BAT3.001

- Provide administration services to meet business entity requirements.
- Introduce students to administration procedures to support everyday operational activities.
- Use word processing software to produce a range of common business documents.
- Develop knowledge and skills to communicate effectively within a business environment.

Assessed through portfolio of evidence

OFFERED
Trimester 1, 2
COST
\$712

Working with People Level 3

BAT3.003

- Develop personal and professional skills needed to work effectively, cooperatively and ethically within a team in a socially and culturally appropriate manner.
- Demonstrate appropriate communication skills needed to work effectively in a business environment.
- Select and apply customer service techniques to meet stakeholder expectations.

Assessed through portfolio of evidence

OFFERED
Trimester 1, 2
COST
\$712



Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Business & Management

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
FIRST LINE MGMT	Achieving Productivity	4	NP	•	•	23
	Lead an Effective Team	4	NP	•	•	23
	Managing Business Operations	4	NP	•	•	23
MANAGEMENT & LEADERSHIP	Business Environments	5	NP	•		24
	Business Functions	5	NP	•		24
	Business Planning	5	NP		•	24
	Change and Innovation	5	NP	•		24
	Commercial Law	5	NP	•		24
	Economics	5	NP		•	24
	Introduction to Marketing	5	NP	•		25
	Organisations in an Aotearoa New Zealand Context	5	NP	•		25
	Research Methods	6	NP		•	25
	Introduction to Leadership	5	NP	•		25
	Operations Management and Compliance	5	NP			25
HUMAN RESOURCE MGMT	Advanced Human Resource Management	7	NP		•	26
	Contemporary Issues in Human Resource Management	7	NP		•	26
	Human Resource Management	6	NP	•		26
	Industrial Relations	6	NP	•		26
	Organisational Behaviour	6	NP	•		27

NP = New Plymouth

Business & Management

Continued

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
ACCOUNTING	Accounting Information Systems	6	NP	•		27
	Advanced Financial Accounting	7	NP		•	27
	Advanced Management Accounting	7	NP		•	28
	Applied Accounting	5	NP	•		28
	Intermediate Financial Accounting	6	NP	•		28
	Intermediate Management Accounting	6	NP	•		28
	Introduction to Accounting and Taxation	7	NP		•	29
	Introduction to Finance	6	NP	•		29
	Law of Business Entities	6	NP		•	29
PROJECT, OPERATIONS & PRODUCTION MGMT	Advanced Project Management	7	NP		•	29
	Managing Projects	5	NP		•	30
	Operations Management	6	NP		•	30
	Product Development	7	NP		•	30
	Project Management	6	NP		•	31
	Resource Integration Management	7	NP	•		31

NP = New Plymouth



Achieving Productivity Level 4

FLM4.103

This course includes a two-day workshop that will give students the knowledge and skills required to meet organisational objectives through meeting performance and productivity targets. Topics include applying tools to manage individual and group performance to achieve operational strategies.

OFFERED
Trimester 1, 2
COST
\$1,073

Assessed through assignment

Lead an Effective Team Level 4

FLM4.102

This course includes a two-day workshop where students will gain skills and knowledge to lead a team. Topics include how to adapt different leadership styles to suit different situations, inclusivity and diversity in the workplace, professional and ethical behaviour, communication skills, relationship and conflict management.

OFFERED
Trimester 1, 2
COST
\$1,073

Assessed through assignment

Managing Business Operations Level 4

FLM4.101

This course includes a two-day workshop where students will gain knowledge and skills to achieve operational objectives. Topics include organisational structure, business strategy, workflow processes, communication and leadership strategies.

OFFERED
Trimester 1, 2
COST
\$1,073

Assessed through assignment



Business Environments Level 5

BSNS5002

To analyse the operational impact of environmental influences on a business entity and apply principles and practices of risk management to support the performance of a business.

OFFERED
Trimester 1
COST
\$805

Assessed through assignments (3)

Business Functions Level 5

BSNS5003

Students will understand the factors that influence the operational and financial management of an organisation.

Assessed through controlled task, assignment (2)

OFFERED
Trimester 1

COST
\$783

Business Planning Level 5

BSNS5403

To enable the student to engage in business planning and develop strategies that reflect the importance of workplace culture and diversity to organisational performance.

Assessed through assignments (3)

OFFERED
Trimester 2

COST
\$805

Change and Innovation Level 5

BSNS5004

Students will understand and apply the factors that influence people and change management of an organisation.

Assessed through controlled test, assignment (2)

OFFERED
Trimester 1

COST
\$805

Commercial Law Level 5

AC5105

Students will demonstrate knowledge and skills in law relevant to business.

Assessed through assignments (2), exam

OFFERED
Trimester 1

COST
\$805

Economics Level 5

AC5106

Students will apply elements of economic theory with emphasis on the contemporary New Zealand environment.

Assessed through controlled test, assignment, exam

OFFERED
Trimester 2

COST
\$805

Introduction to Marketing Level 5

BAM5.006

To enable students to have a working knowledge of fundamental marketing concepts relevant to contemporary organisations.

Assessed through test, assignment, and exam

OFFERED
Trimester 1

COST
\$805

Organisations in an Aotearoa New Zealand Context Level 5

BSNS5001

To analyse business entities in an Aotearoa New Zealand context including professional, ethical and cultural considerations.

Assessed through assignments (3)

OFFERED
Trimester 1

COST
\$783

Research Methods Level 6

AC6107

To introduce students to the key analytical tools used within business and the implications for managerial decisions. Students will learn to apply appropriate research methodologies to identify and solve a business related problem.

Assessed through assignment, test, research proposal

OFFERED
Trimester 2

COST
\$805

Introduction to Leadership Level 5

BSNS5401

To enable students to apply leadership skills to promote a positive workplace environment and to support organisational change.

Internally assessed

OFFERED
Trimester 1

COST
\$805

Operations Management and Compliance Level 5

BSNS5402

To analyse business entities in an Aotearoa New Zealand context including professional, ethical and cultural considerations.

Internally assessed

OFFERED
Trimester

COST
\$805

Advanced Human Resource Management Level 7

BAM7.005

To create an awareness of how human resource strategy and practice can support and be integrated with business strategy.

Assessed through assignments (2), exam

OFFERED
Trimester 2

COST
\$805

Contemporary Issues in Human Resource Management

Level 7

BAM7.006

To enable students to critically examine contemporary issues in human resource management locally nationally and internationally. Once identified the issues will be evaluated for their impact on the human resource professional and the human resource function within organisations. The issues researched and analysed will reflect the dynamic nature of the current HRM environment.

Assessed through assignments (2)

OFFERED
Trimester 2

COST
\$805

Human Resource Management Level 6

BAM6.014

To provide students with the knowledge to understand the roles, functions and application of human resource management within contemporary New Zealand organisations.

Assessed through assignments (3)

OFFERED
Trimester 1

COST
\$805

Industrial Relations Level 6

BAM6.013

To provide knowledge of current Industrial Relations legislation, processes and practices, and understand the relationship of the parties involved.

Assessed through assignments (3), exam

OFFERED
Trimester 1

COST
\$805

Organisational Behaviour Level 6

BAM6.015

To enable students to evaluate, analyse and assess the impact that individuals, groups, and structures have on the behaviour of people within organisations. Students will develop an analytical awareness of their personal and inter-personal behaviour and the effect of that behaviour as members of formal and informal working groups. Students will synthesise an understanding of introductory social and psychological phenomena in organisations at individual, group and inter-group levels.

Assessed through assignment, case study, exam

OFFERED
Trimester 1

COST
\$805

Accounting



Accounting Information Systems Level 7

AC6108

Learners completing this course will be able to design, implement, operate, manage and control accounting information systems (AIS). They will also develop practical knowledge, understanding and skills in the use of spreadsheets, databases, and accounting packages, and an appreciation of evolving technologies. Knowledge and skills in information technology and accounting information systems is regarded as essential by professional bodies and employers.

Assessed through test (2), presentation and assignment

OFFERED
Trimester 1

COST
\$805

Advanced Financial Accounting Level 7

BAM7.003

To provide students with sufficient theoretical understanding of New Zealand's financial reporting environment and sufficient technical skills, to prepare complex financial statements that comply with generally accepted accounting practice. The second aim is for students to gain a wider appreciation of financial reporting to enable them to respond and contribute to the development of the accounting profession.

Assessed through test, assignment, exam

OFFERED
Trimester 2

COST
\$805

Advanced Management Accounting Level 7

BAM7.004

The aim of this course is to provide students with advanced techniques and skills to be able to provide and evaluate accounting information, including its behavioural implications and contribute to organisational success.

Assessed through assignment, test, exam

OFFERED
Trimester 2

COST
\$805

Applied Accounting Level 5

AC5105

To provide students with the skills and knowledge to record and process financial transactions and prepare financial statements and cash budgets for entities.

Assessed through assignment (3), exam

OFFERED
Trimester 1

COST
\$805

Intermediate Financial Accounting Level 6

AC6102

Students will apply Generally Accepted Accounting Practice (GAAP) to prepare and present general purpose financial reports for a company and evaluate a listed company for the purpose of shareholder investment.

Assessed through test, assignments (2), exam

OFFERED
Trimester 1

COST
\$805

Intermediate Management Accounting Level 6

AC6101

To enable students to be able to collect, interpret, present and use relevant management accounting information for an organisation to effectively plan, control and make appropriate decisions regarding business operations.

Assessed through controlled test, assignment, exam

OFFERED
Trimester 1

COST
\$805

Introduction to Accounting and Taxation Level 6

AC5015

To enable students to apply knowledge of taxation rules to New Zealand taxable entities in a range of situations.

Assessed through assignments (2), final exam

OFFERED
Trimester 2

COST
\$805

Introduction to Finance Level 6

AC6104

To enable students to apply financial management knowledge and skills to a small or medium size business for decision-making purposes.

** Pre-requisites may be required to enrol for this course, please enquire.*

Assessed through test, assignments, exam

OFFERED
Trimester 1

COST
\$805

Law of Business Entities Level 6

AC6106

To enable students to demonstrate an understanding of the legal requirements for establishment, operation and the cessation as applied to various forms of business entity.

Assessed through assignment, test, exam

OFFERED
Trimester 2

COST
\$805

Project, Operations & Production Management**Advanced Project Management** Level 7

BAM7.013

This course will enable the student to learn the principles of the project management body of knowledge and cover the content of the Project Management Institute PMBOK® and its application and evaluation to the workplace.

**Pre-requisites may be required to enrol for this course, please enquire.*

Assessed through assignment, test, project

OFFERED
Trimester 2

COST
\$805

Managing Projects Level 5

BSNS5404

To explore and apply techniques to effectively manage projects and develop an understanding of workplace and culture and diversity when working in teams.

Assessed through assignments (3)

OFFERED
Trimester 2

COST
\$805

Operations Management Level 6

BAM6.017

The aim of this course is to give students an understanding of the concepts and analytical methods that contribute to the systematic direction and control of the processes that transform inputs into completed goods and services. Operations management focuses on the management of people and resources through systematic management and feedback. Students will gain introductory knowledge and experience of an operation's contribution to the macro-management environment.

Assessed through case studies (2), exam

OFFERED
Trimester 2

COST
\$805

Product Development Level 7

BAM7.007

To examine the requirements for the effective management of the cross-functional activities in new product and service development, and critically evaluate appropriate tools and methods for achieving the best outcomes.

Assessed through assignments (2), exam

OFFERED
Trimester 2

COST
\$805

Project Management Level 6

BAM6.016

To enable the student to learn the basic principles and terminology of the profession of project management, and apply this to create project plans. Students will also be able to demonstrate the use of project management software tools such as (MS Project®).

OFFERED
Trimester 2

COST
\$805

Assessed through test, assignments (2)

Resource Integration Management Level 7

BAM7.008

To develop skills, knowledge and expertise in the related disciplines of supply chain management, business facility layout/modification, and engineering economics, to ensure resource integration occurs at various levels for business operation, technical management, project management and production of goods or services.

OFFERED
Trimester 1

COST
\$805

Assessed through test, case study, group project





Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Engineering

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
ENGINEERING	Engineering Computing	5	NP	•		34
	Engineering Design & Drawing	5	NP		•	34
	Engineering Fundamentals	4	NP	•	•	34
	Engineering Mathematics 1 (Level 4)	4	NP	•	•	34
	Engineering Mathematics 1 (Level 5)	5	NP	•		35
	Heritage, Culture & Sustainability in Engineering	5	NP	•		35
	Technical Literacy	4	NP	•	•	35
CIVIL ENGINEERING	Civil & Structural Drawing	5	NP	•		36
	Geotechnical Engineering 1	5	NP	•		36
	Highway Engineering 1	5	NP	•	•	36
	Hydraulics (Civil)	5	NP	•	•	36
	Land Surveying	4	NP	•		36
	Materials (Civil)	4	NP	•	•	37
	Structures 1	5	NP	•		37
MECHANICAL ENGINEERING	Electrical Fundamentals	5	NP	•		37
	Engineering CAD	4	NP		•	37
	Engineering Mechanics	5	NP	•	•	38
	Material Properties (Mechanical)	4	NP		•	38
	Mechanics	4	NP	•	•	38
	Mechanics of Machines	6	NP	•	•	38
	Strength of Materials 1	5	NP		•	39
	Strength of Materials 2	6	NP	•	•	39
	Thermodynamics & Heat Transfer	5	NP	•		39

NP = New Plymouth

Programme details are subject to change. See witt.ac.nz or contact us for latest info.

Engineering Computing Level 5

EMG5.001

To enable students to develop an understanding of computing principles and their use in engineering practice.

Assessed through test or assignment (2), exam

OFFERED
Trimester 1

COST
\$914

Engineering Design & Drawing Level 5

EMG5.005

To enable students to gain an understanding of engineering design, drawing practice and modelling in an applied context.

Assessed through assessments (3)

OFFERED
Trimester 2

COST
\$914

Engineering Fundamentals Level 4

NDE4.101

To introduce the basic fundamentals of a range of engineering disciplines.

Assessed through test, assignment, practicals (3), exam

OFFERED
Trimester 1, 2

COST
\$907

Engineering Mathematics 1 Level 4

NDE4.102

To develop mathematical skills, concepts and understandings in order to perform calculations and solve problems within engineering contexts.

Assessed through assignments (2), tests (2), exam

OFFERED
Trimester 1, 2

COST
\$907

Engineering Mathematics 1 Level 5

EMG5.004

To enable students to gain an understanding of general mathematical principles and equip them with appropriate engineering mathematical skills to solve engineering problems.

Assessed through collaborative tutorials, test, exam

OFFERED
Trimester 1

COST
\$914

Heritage, Culture & Sustainability in Engineering Level 5

EMG5.090

This course will develop the students' understanding of how culture, heritage and commerce are contributing to the development of New Zealand society and why and how these values and qualities should be protected and enhanced for future generations.

Assessed through assessments (3)

OFFERED
Trimester 1

COST
\$914

Technical Literacy Level 4

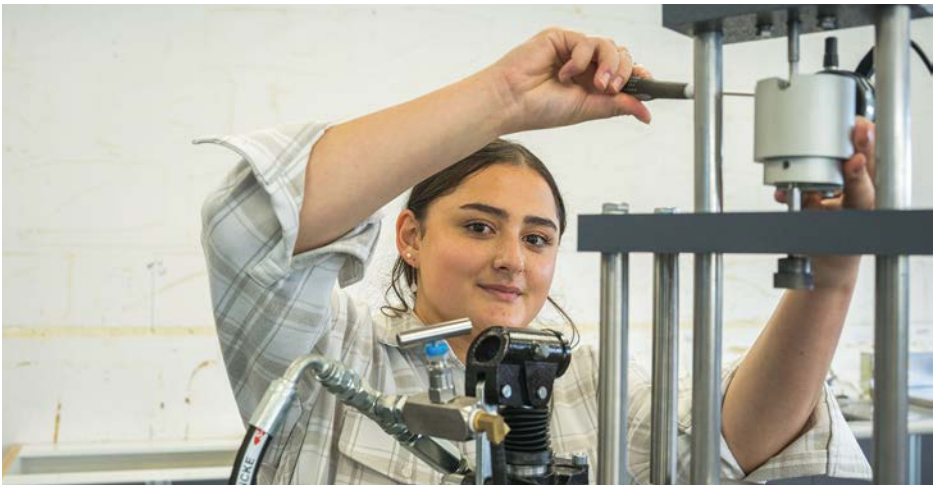
NDE4.103

To develop technical research skills along with oral, written, graphical and interpersonal communication skills.

Assessed through written and drawing assessments, oral presentation

OFFERED
Trimester 1, 2

COST
\$907



Civil & Structural Drawing Level 5

DEC5.202w

To develop skills required to produce civil engineering and structural drawings.

Assessed through projects (2), assignment

OFFERED
Trimester 1

COST
\$798

Geotechnical Engineering 1 Level 5

DEC5.207

To introduce the fundamentals of soil composition, the engineering properties of soils, and site investigation procedures.

Assessed through assignment/projects, lab reports, tests, exam

OFFERED
Trimester 1

COST
\$798

Highway Engineering 1 Level 5

DEC5.204

To introduce the fundamentals of road materials, road construction practices and road maintenance techniques, as well as the principles of drainage design.

Assessed through assignments/projects, tests, exam

OFFERED
Trimester 1 & 2

COST
\$798

Hydraulics (Civil) Level 5

DEC5.203

To introduce the principles of fluid mechanics and apply them in civil engineering hydraulic applications.

Assessed through assignments, tests, laboratories, exam

OFFERED
Trimester 1 & 2

COST
\$798

Land Surveying Level 4

DEC4.202w

To understand and apply the theoretical and practical concepts of Land Surveying.

Assessed through assignments (2), field exercises (2), tests, exam

OFFERED
Trimester 1

COST
\$798



Materials (Civil) Level 4

DEC4.201w

To introduce the fundamentals of geological and geomorphological processes and the properties and application of a range of civil engineering materials.

Assessed through practical, tests (2), assignments (2), exam

OFFERED
Trimester 1, 2

COST
\$798

Structures 1 Level 5

DEC5.201w

To analyse structural elements and simple structures, and to design simple beams.

Assessed through assignments (2), test, exam

OFFERED
Trimester 1

COST
\$798



Electrical Fundamentals Level 5

NDE5.304

To develop a sound knowledge of electrical and electronic theory and how these are applied to mechanical engineering systems.

Assessed through assignment, tests (2), lab (practical) (2), exam

OFFERED
Trimester 1

COST
\$907

Engineering CAD Level 4

NDE4.301

To provide students with the basic CAD draughting skills required for an engineering technician.

Assessed through projects (2)

OFFERED
Trimester 2

COST
\$907

Engineering Mechanics Level 5

EMG5.002

To enable students to gain an understanding of the fundamental principles and laws of mechanics.

Assessed through assignment, tests (2), lab (practical) (2), exam

OFFERED
Trimester 1, 2

COST
\$914

Material Properties (Mechanical) Level 4

NDE4.303

To develop an understanding of the characteristics and properties of common engineering materials relevant to mechanical and process engineering.

Assessed through assignment, test, laboratories (3), exam

OFFERED
Trimester 2

COST
\$907

Mechanics Level 4

NDE4.302

To develop a sound understanding of the principles of mechanics.

Assessed through assignment and test, lab (practical), exam

OFFERED
Trimester 1, 2

COST
\$907

Mechanics of Machines Level 6

NDE6.302

To develop understanding to solve complex problems involved with machinery dynamics such as power transmission, balancing, noise, and lubrication systems.

Assessed through test, assignment, lab (practical) (3), exam

OFFERED
Trimester 1, 2

COST
\$907

Strength of Materials 1 Level 5

NDE5.302

To develop an understanding of the essential elements of strengths of materials.

Assessed through assignment, test, lab (3), exam

OFFERED
Trimester 2

COST
\$907

Strength of Materials 2 Level 6

NDE6.308

To develop an understanding and advanced knowledge of strengths of materials and the detailed design of mechanical engineering components.

Assessed through assignment, tests (2), lab (practical) (2), exam

OFFERED
Trimester 1, 2

COST
\$907

Thermodynamics & Heat Transfer Level 5

NDE5.301

To develop a sound basic knowledge of thermodynamic principles - including gas laws, measurement of pressure and temperature, mass and energy conservation and energy sources in the New Zealand context - and the mechanisms of heat transfer including the uses of heat exchangers.

Assessed through tests (2), assignment, lab (practical) (2), exam

OFFERED
Trimester 1

COST
\$907



Exercise & Sport



Find up-to-date timetable information here.
Simply scan for accurate times and dates.

	LEVEL	LOCATION	TRIMESTER		PAGE
			1	2	
Advanced Training	5	NP	•	•	43
Exercise Considerations for Special Populations	5	NP	•	•	43
Exercise Prescription for Health and Wellbeing	5	NP	•	•	43
Networking and Nutrition for Personal Training	5	NP	•	•	43

NP = New Plymouth

Advanced Training Level 5

CIE5.001

To provide students with the knowledge and skills to design and implement advanced training programmes for individuals. This module will also investigate exercise trends in the fitness industry.

OFFERED
Trimester 1, 2

COST
\$853

Assessed through periodisation plan, abstract and infographic, assessment, practical

Exercise Considerations for Special Populations Level 5

CIE5.002

To provide students the relevant knowledge and skills to design and deliver exercise and nutritional plans within their scope of practice for special population groups, and identify key referral pathways for these clients.

OFFERED
Trimester 1, 2

COST
\$853

Assessed through written assessment, exercise presentation, case study, exam

Exercise Prescription for Health and Wellbeing Level 5

CIE5.003

To provide the student with the knowledge and skills to integrate and apply an exercise intervention programme for healthy clients. This course includes 10 hours of work placement.

OFFERED
Trimester 1, 2

COST
\$853

Assessed through practical, case study, exam

Networking and Nutrition for Personal Training Level 5

CIE5.004

To allow the student to develop networks with other allied professionals to support client outcomes, with an emphasis on providing appropriate referrals and follow-up actions. This course includes 10 hours of work placement.

OFFERED
Trimester 1, 2

COST
\$853

Assessed through Project, presentation, placement, nutritional evaluation



Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Hair, Beauty & Make-up

		LEVEL	LOCATION	TRIMESTER			PAGE
				1	2	3	
HAIR, BEAUTY & MAKE-UP	Body Therapy	5	NP		•		44
	Body Treatments	4	NP		•	•	44
	Business & Ethics	4	NP	•	•		44
	Certificate in Microdermabrasion Treatments	5	NP	•			45
	Chemistry, Physics & Biology	4	NP	•	•		45
	Consultation & Customer Service	4	NP	•	•		45
	Cosmetic Services	4	NP	•	•		46
	Depilation	4	NP		•	•	46
	Facial Therapy	4	NP	•	•		46
	Lash Lifting	5	NP		•		46
	Nutrition	5	NP		•		47
	Nutrition & Nails	4	NP		•	•	47
SHORT COURSE & MICRO CREDENTIAL	Acrylic Nail Enhancements	5	NP/Hāw	•			47
	Certificate in Eyelash Extensions	5	NP/Hāw	•	•		48
	Hairstyling Techniques	2	NP		•		48
	Introduction to Makeup	2	NP/Hāw		•		48
	Techniques in Barbering	3	NP		•		49
	Therapeutic Massage	4	NP/Hāw	•	•		49

NP = New Plymouth Hāw = Hāwera

Programme details are subject to change. See witt.ac.nz or contact us for latest info.



Body Therapy Level 5

DBT5.004

To apply knowledge of advanced body therapy services and products, and related skills to meet a client's needs, during and after treatment, in accordance with industry standards and current emerging trends.

Assessed through tests, practicals and evidence

OFFERED
Trimester 2

COST
\$873

Body Treatments Level 4

CBT4.008

This course aims to provide students with the ability to competently perform 'Partial' and/or 'Full Body' tan applications, to gain knowledge of preparing the skin for a spray tan, and the products applied to the skin before, during and after a tan service. Students will be able to advise clients on 'at home' spray tanning maintenance.

Students will also learn the skills and knowledge required to competently perform body massage.

Assessed through practicals

OFFERED
Trimester 2, 3

COST
\$887

Business & Ethics Level 4

CBT4.001

To enable students to understand the workings of small business practice. Learners will gain knowledge to develop the personal, professional and ethical behaviour expected by the beauty therapy industry.

Students will also gain essential first aid skills and an understanding of the importance of Health and Safety regulations, together with an informed awareness of their role in ensuring that health and safety procedures are implemented and practised within their working environment.

Assessed through practical, theory, assignments and observation

OFFERED
Trimester 1, 2

COST
\$887

Certificate in Microdermabrasion Treatments Level 5

DBT008

This Level 5 certificate aims to enable learners to up skill their existing beauty therapy qualification and gain the necessary practical and theoretical skills in order to provide microdermabrasion treatments

OFFERED
Trimester 1

COST
\$650

Assessed through Practical and theory exams, portfolio of evidence

Chemistry, Physics & Biology Level 4

CBT4.004

This course aims to provide students with an understanding of chemistry, physics and biology relevant in beauty services. An understanding of the integumentary system in terms of its structure, function, disorders and diseases. Students will develop the skills to advise and refer clients for medical advice.

OFFERED
Trimester 1, 2

COST
\$887

Assessed through tests and assignments

Consultation & Customer Service Level 4

CBT4.002

This course aims to provide students with knowledge to undertake a client consultation, perform an in-depth skin analysis and develop a beauty treatment plan. Students will also be able to perform reception duties, including client sales, booking appointments, answering the telephone and updating client details.

OFFERED
Trimester 1, 2

COST
\$887

Assessed through client consultation, skin analysis, treatment plans and customer service skills

Cosmetic Services Level 4

CBT4.005

This course aims to provide students with the ability to competently perform cosmetic services including application of makeup, eyebrow shaping and eyebrow and eyelash tinting.

Assessed through tests and assignments

OFFERED
Trimester 1, 2

COST
\$887

Depilation Level 4

CBT4.007

This course aims to provide students with the skills and knowledge to competently perform depilatory waxing services.

Assessed through tests, practicals and evidence

OFFERED
Trimester 2, 3

COST
\$887

Facial Therapy Level 4

CBT4.006

This course aims to provide students with the ability to competently perform facial treatments.

Assessed through practicals and evidence

OFFERED
Trimester 1, 2

COST
\$887

Lash Lifting Level 5

S116.012

Expand your existing skillset by training under an industry professional to create curlier, luscious looking lashes. You will learn how to effectively and safely perform a lash lift service using correct industry products and techniques and how to identify health and safety requirements prior to providing the service.

OFFERED
Trimester 2

COST
\$500

Nutrition Level 5

DBT5.007

To provide nutritional advice which is complementary for advanced beauty services.

Assessed through assignments and practicals

OFFERED
Trimester 2

COST
\$584

Nutrition & Nails Level 4

CBT4.003

This course provides students with the knowledge of natural nail services, products and tools to meet client's needs and industry standards. They will also have the knowledge of nutritional advice specific to the health of hair, skin and nails.

Assessed through tests, practicals, evidence and assignments

OFFERED
Trimester 2, 3

COST
\$887

Short Course and Micro-Credential



Acrylic Nail Enhancements Level 5

This Level 5 certificate aims to enable learners to gain the necessary practical and theoretical skills in order to provide nail treatments, specialising in acrylic nails, powdered acrylic, tips, extensions and gels, to the general public and to gain employment in the nail industry.

Assessed through practical and theory exams, portfolio of evidence

It is suggested that applicants have some previous experience in manicures or natural nail services.

OFFERED
Trimester 1

COST
\$850 (Includes a nail kit).



Certificate in Eyelash Extensions* Level 5

This Level 5 certificate aims to enable learners to gain the necessary practical and theoretical skills in order to provide eyelash extensions treatments to the general public and to gain employment in the beauty therapy industry.

Assessed through practical and theory exams, portfolio of evidence

OFFERED
Trimester 1, 2

COST
\$950 (Includes an eyelash extension kit)

Hairstyling Techniques Level 2

S104.002

This short course in hairstyling techniques is perfect for those wanting to learn how to style hair to a professional level. Perfect for refreshing your skills or for makeup artists wanting to learn about hair up hairstyling. You will learn a variety of hair up styling techniques to achieve a beautiful finish.

OFFERED
Trimester 2

COST
\$250

Introduction to Makeup Level 2

S116.001

Learn how to confidently apply makeup to suit your face shape and enhance your facial features from our industry experts.

A variety of professional products are used during the course. Brushes and makeup products to use during the classes are provided, and the option is available to purchase products for personal use.

OFFERED
Trimester 2

COST
\$250

* These courses require you to bring models to perform services to complete the course.

Techniques in Barbering* Level 3

TK1905

This Level 3 micro-credential is intended for hairdressers or beginner barbers who wish to gain knowledge or upskill in techniques in barbering.

Assessed through practical and theory exams, portfolio of evidence

OFFERED
Trimester 2

COST
\$950

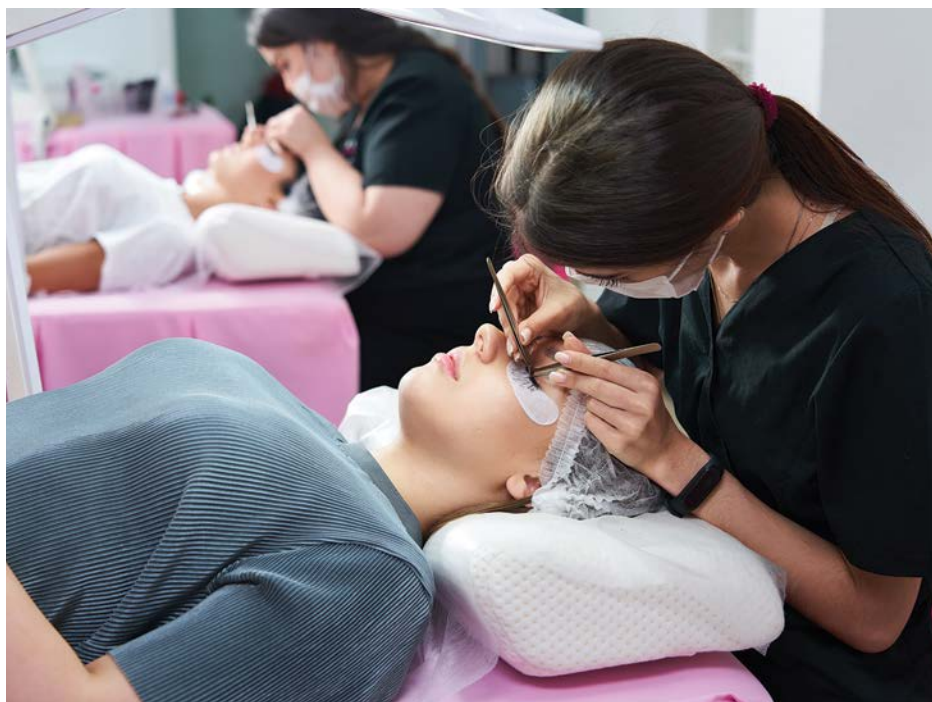
Therapeutic Massage* Level 4

S116.009

Learn how to confidently perform a full body relaxation massage with our industry experts. This short course runs over six weeks and covers how to identify health and safety requirements prior to giving the massage, demonstrate consultation and customer service and how to perform a full body massage using a range of techniques like effleurage, petrissage, friction, tapotement and vibrations.

OFFERED
Trimester 1, 2

COST
\$299





Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Hospitality

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
BAKERY	Bakery Small Goods	3	NP		•	52
	Breads & Doughs	3	NP		•	52
	Cakes & Sponges	3	NP		•	52
	Pastry Products	3	NP		•	52
HOSPITALITY MGMT	Event Logistics	6	NP	•	•	53
	Food & Beverage Management	7	NP	•	•	53
	Food & Beverage Operations	6	NP	•	•	53
	Services Marketing Management	6	NP	•	•	54
	Strategic Management	7	NP	•	•	54
SHORT COURSES & MICRO-CREDENTIALS	Achievement in Food Safety	3	NP	•	•	54
	Achievement in Licence Controller (LCQ)	4	NP/Hāw	•	•	55
	Barista	2	NP/Hāw	•	•	55
	Mixology	3	NP	•	•	55
	Plant-based Cooking	3	NP	•	•	55

NP = New Plymouth Hāw = Hāwera

Programme details are subject to change. See witt.ac.nz or contact us for latest info.



Bakery Small Goods Level 3

CIB3.103

To provide students with the knowledge and bakery skills in the production of bakery small goods, food safety, kitchen safety and hygiene practices to industry standards. Students will also develop their communication skills as an effective member of a team and in one-on-one situations.

OFFERED
Trimester 2

COST
\$950

Assessed through tests and practicals

Breads & Doughs Level 3

CIB3.100

To provide students with knowledge and baking skills in the production of breads and doughs, food safety, kitchen safety and hygiene practices to industry standards. Students will also develop their communication skills as an effective member of a team and in one-on-one situations.

OFFERED
Trimester 2

COST
\$950

Assessed through tests and practicals

Cakes & Sponges Level 3

CIB3.102

To provide students with knowledge and baking skills in the production of cakes and sponges, food safety, kitchen safety and hygiene practices to industry standards. Students will also develop their communication skills as an effective member of a team and in one-on-one situations.

OFFERED
Trimester 2

COST
\$950

Assessed through tests and practicals

Pastry Products Level 3

CIB3.101

To provide students with knowledge and baking skills in the production of pastry products food safety, kitchen safety and hygiene practices to industry standards. Students will also develop their communication skills as an effective member of a team and in one-on-one situations.

OFFERED
Trimester 2

COST
\$950

Assessed through tests and practicals

All Bakery students are required to wear a uniform to meet health and safety requirements.

Event Logistics Level 6

BAM6.029

To enable students to develop an understanding of and an appreciation for the conceptual thinking, strategic planning and tactical implementation of operational systems and processes to achieve event and management performance outcomes.

Assessed through observation exercise, case study, logistics plan

OFFERED
Trimester 1, 2

COST
\$805

Food & Beverage Management Level 7

BAM7.023

To provide students with an appreciation of the management decisions fundamental to the successful operation of an existing and/or the establishment of a new food and beverage enterprise.

Assessed through case study, tutorial exercises, test

OFFERED
Trimester 1, 2

COST
\$805

Food & Beverage Operations Level 6

BAM6.028

Students will gain knowledge and skills appropriate to the operations management of food and beverage outlets domestically and internationally.

Assessed through essay, e-portfolio, group report

OFFERED
Trimester 1, 2

COST
\$805





Services Marketing Management Level 6

BAM 6.023

To enable students to understand the roles, functions and application of services marketing management within contemporary New Zealand organisations. They will explore the key resources, skills, techniques, attitudes and ethics required to operate successfully in a range of service environments.

Assessed through assignments (2), exam

OFFERED
Trimester 1, 2

COST
\$805

Strategic Management Level 7

BAM7.011

The aim of this course is to give the student an understanding of improving organisational effectiveness through the application of strategic management and management processes including a systematic set of strategic goals, plans and actions.

Students will analyse and evaluate the application of strategic analysis, choice and implementation concepts of various management problems, practices and philosophies.

Assessed through case study, assignments (2)

OFFERED
Trimester 1, 2

COST
\$805

Short Courses & Micro-credentials



Achievement in Food Safety Level 3

TK0017

This course is designed to improve the overall knowledge and skills of people working in the food industry.

OFFERED
Trimester 1, 2

COST
\$210 one unit or
\$420 two units



Achievement in Licence Controller (LCQ) Level 4

TK0004

This course is designed to enable students to achieve unit standards that are required prior to gaining the Licence Controller Qualification from ServiceIQ. Students holding this qualification are then able to apply for a General Manager's Certificate from the District Licensing Authority.

OFFERED
Trimester 1, 2
COST
\$300

Barista Level 2

S103.003

This course will give learners an opportunity to gain a broad understanding of making espresso coffee on an industrial machine. Small class sizes allow learners to have lots of hands-on experience.

OFFERED
Trimester 1, 2
COST
\$200

Mixology 101 Level 3

TK2205

This five credit NZQA approved Micro Credential will teach you to describe the origins of mixology, identify common alcoholic products used in the production of beverages, apply bar-craft technology and use industry-standard equipment and techniques in the production of mixed alcoholic and non-alcoholic beverages.

OFFERED
Trimester 1, 2
COST
\$250

** You must be 18 years old to enrol in this course*

Plant-based Cooking Level 3

TK2105

The aim of this 16-week night class course is to enable cooks of all levels wishing to expand their knowledge in developing food products to cater to the increasing trend for plant-based food.

This is an NZQA-approved 20 credit training scheme.

OFFERED
Trimester 1, 2
COST
\$485



Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Information Technology

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
INFORMATION TECHNOLOGY	Business Systems Analysis & Design	5	NP	•		58
	Database Principles	5	NP	•		58
	Developing Computer Applications	4	NP	•	•	58
	Fundamentals of Programming & Problem Solving	5	NP	•		58
	Fundamentals of Web Design	4	NP	•	•	59
	Information Systems Essentials	4	NP	•	•	59
	Information Technology Essentials	4	NP	•	•	59
	Information Technology Operations	5	NP		•	60
	Introduction to Networks	5	NP	•		60
	ITechnical Support	5	NP		•	60
	Operating Systems & System Support	5	NP		•	61
	Professional Practice	5	NP	•		61
BUSINESS INFO SYSTEMS	Applied Computing	6	NP	•		61
	Business Analysis	7	NP	•		61
	Data Analytics	6	NP	•		62
	Management of Information & Communication Technologies	7	NP	•		62
	Systems Analysis & Design	6	NP	•		63
	Web Design Fundamentals	5	NP	•		63

NP = New Plymouth

Programme details are subject to change. See witt.ac.nz or contact us for latest info.

Business Systems Analysis & Design Level 5

DIT5.004

The student will be able to apply the fundamentals of information systems concepts and practice to support and enhance organisational processes and systems; and apply the fundamentals of interaction design concepts and practice to enhance interface design.

OFFERED
Trimester 1

COST
\$880

Assessed through practical, usability testing and report, theory

Database Principles Level 5

DIT5.008

The aim of the course is enable the student to apply a broad operational knowledge of database administration to meet typical organisational data storage and retrieval requirements, and apply conceptual knowledge of cloud services and virtualisation.

OFFERED
Trimester 1

COST
\$880

Assessed through data modelling test, database concepts test, SQL practical, projects (2)

Developing Computer Applications Level 4

ITE4.004

The students will understand the concepts of software development, basic database design and essential documentation/monitoring practices.

OFFERED
Trimester 1, 2

COST
\$768

Assessed through assessments (4)

Fundamentals of Programming & Problem Solving Level 5

DIT5.002

To enable students to apply the principles of software development to create simple working applications and use problem-solving and decision-making techniques to provide innovative and timely Information Technology outcomes.

OFFERED
Trimester 1

COST
\$880

Assessed through assessments (2)

Fundamentals of Web Design Level 4

ITE4.002

The students will develop understanding of web design; concepts, tools and essential techniques.

Assessed through plan a website project, web development evaluation, project (2)

OFFERED
Trimester 1, 2

COST
\$768

Information Systems Essentials Level 4

ITE4.003

The students will demonstrate knowledge and concepts that provide a foundation for supporting organisational information systems requirements.

Assessed through assessments (2), project

OFFERED
Trimester 1, 2

COST
\$768

Information Technology Essentials Level 4

ITE4.001

Students will apply essential knowledge and concepts of computer hardware, operating systems, applications and networks.

Assessed through assessments (2), projects (2)

OFFERED
Trimester 1, 2

COST
\$768



Information Technology Operations Level 5

DIT5.001

The IT Operations course uses the Cisco Networking Academy® IT Essentials curriculum. This covers the fundamentals of computer hardware and software and advanced concepts such as security, networking, and the responsibilities of an IT professional.

Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a networked environment. Topics include mobile devices such as tablets and smartphones and client side virtualization. This course will also help students prepare for the industry recognized CompTIA A+ Certification.

Assessed through lab work, chapter tests, practical skills test, Cisco final test (online)

OFFERED
Trimester 2

COST
\$880

Introduction to Networks Level 5

DIT5.007

The aim of the course is to enable the student to apply a broad operational knowledge of networking and associated services and technologies to meet typical organisational requirements.

This course will also cover the material for Cisco CCNA1 Introduction to Networks, the first course in the Cisco curriculum.

Assessed through engineers journal, practical skills test, theory test

OFFERED
Trimester 1

COST
\$880

ITechnical Support Level 5

DIT5.006

The aim of the course is to enable students to demonstrate an operational knowledge and understanding of IT service management, identify common issues related to IT security, and troubleshoot and resolve a range of common system problems.

Assessed through practical lab book, theory test, presentation

OFFERED
Trimester 2

COST
\$880

Operating Systems & System Support Level 5

DIT5.005

The aim of the course is to enable students to select, install, and configure IT hardware and systems software and use graphical (GUI) and command line interfaces (CLI) to meet organisational requirements.

OFFERED
Trimester 2

COST
\$880

Assessed through assessment and theory test

Professional Practice Level 5

DIT5.003

To enable the students to apply professional, legal, and ethical principles and practices in a socially responsible manner as an emerging IT professional, and apply communication, personal and interpersonal skills to enhance effectiveness in an information technology (IT) role.

OFFERED
Trimester 1

COST
\$880

Assessed through case study, reflective essay, presentation, report

Applied Computing Level 6

BAM6.010

To enable students to use software applications in developing computer based solutions for business problems.

OFFERED
Trimester 1

COST
\$805

Assessed through report, case study, class test

Business Analysis Level 7

BAM7.016

To provide students with knowledge and skills to prepare them for business analyst roles in an information system context.

OFFERED
Trimester 1

COST
\$805

Assessed through test, case study, report

Data Analytics Level 6

AC6015

To provide students with an understanding of what Business Analysis is, what the business analyst's role is in an organisation and how they assist the organisation to analyse the current situation (issues and opportunities), design appropriate solutions and deliver better business outcomes.

Assessed through case studies (3)

OFFERED
Trimester 1

COST
\$805

Management of Information & Communication Technologies Level 7

BAM7.015

To provide students with an overview and components of the IT management function. Students will be able to differentiate between technical and business management of the IT function as well as differentiate between project management and strategy management for IT. They will leave the course with understanding of various standards, frameworks (ITIL, COBIT, CMMI) and models that can be employed for strategic management of the IT function. There will be opportunity for hands on experience related to advanced risk and change management practices through application of case studies.

Assessed through report, case studies (2)

OFFERED
Trimester 1

COST
\$805



Systems Analysis & Design Level 6

BAM6.011

This course will provide the student with the knowledge and skills required to analyse requirements, and to design and document software solutions for a range of problems in an organisational context. The student will employ a variety of contemporary methodologies and tools in order to meet the organisational requirements.

Assessed through assignments (3)

OFFERED
Trimester 1

COST
\$805

Web Design Fundamentals Level 5

BAM5.011

To introduce students to internet technologies and web authoring using HTML, the essential tools to create and manage web-related solutions for business issues, such as standard text editors or advanced editorial tools, multimedia and cascading style sheet standards. Students will gain an understanding of the theories related to website design and construction, along with information architecture concepts, web project management, scenario development and usability analyses necessary to build a complex but static website.

Assessed through assignments (3)

OFFERED
Trimester 1

COST
\$805



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...o i ruia mai
...ea.

...will never be lost, f
...ed sown from Ra



Find up-to-date timetable
information here.

Simply scan for accurate times
and dates.

Mātauranga Māori

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
TE REO MĀORI (KAUPAE 1)	Mana Ao Tūroa	1	NP/Hāw		•	66
	Mana Reo	1	NP/Hāw		•	66
	Mana Tangata	1	NP/Hāw	•		66
	Mana Whenua	1	NP/Hāw	•		66
TE REO MĀORI (KAUPAE 2)	Mana Ao Tūroa	2	NP/Hāw		•	67
	Mana Reo	2	NP/Hāw		•	67
	Mana Tangata	2	NP/Hāw	•		67
	Mana Whenua	2	NP/Hāw	•		68
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	Te Whakatōnga – Whakawhitinga Whakaaro	3	NP	•		68
	Te Whakatōnga – Whakawhitinga Kōrero Whai Take	3	NP		•	68
	Te Whakatōnga – Pāhekoheko Pāpori	3	NP		•	69
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	He Taniwha Hiku Roa	4	NP		•	70
	Mana Tangata Mana Mauri	4	NP		•	70
Mātauranga Māori in the Workplace		4	NP			71
Te Ao Māori		4	NP/Hāw	•	•	71

NP = New Plymouth Hāw = Hāwera

Programme details are subject to change. See witt.ac.nz or contact us for latest info.



Mana Ao Tūroa Level 1

CTR1.004

Students use basic level te reo Māori to achieve some everyday and familiar activities involving the whānau, mahi and community.

Assessed through karakia (creation/natural world), written assignment, practical, observation

OFFERED
Trimester 2

COST
FREE

Mana Reo Level 1

CTR1.003

Students use basic level Māori language in everyday contexts and reflect on the mana of the reo. Students also engage in a basic level of Taranaki karakia and waiata in accordance with appropriate tikanga.

Assessed through journal, karakia (kai), written assignment

OFFERED
Trimester 2

COST
FREE

Mana Tangata Level 1

CTR1.001

Students are able to use texts and grammar structures based on principles that represent Mana Tangata, develop knowledge of their ancestral genealogies with their immediate and wider whānau and form their own genealogical foundation.

Assessed through karakia (opening), mihi mana tangata, assignment (whānau whakapapa)

OFFERED
Trimester 1

COST
FREE

Mana Whenua Level 1

CTR1.002

Students are able to utilise the language to identify their own links to the land and the environment.

Assessed through oral presentation, written assignment

OFFERED
Trimester 1

COST

Mana Ao Tūroa Level 2

CTR2.004

Students use foundation level te reo Māori skills and knowledge to perform general activities involving the whanau, mahi and community.

Assessed through listening, speaking, reading and writing demonstrations

OFFERED
Trimester 2

COST
FREE

Mana Reo Level 2

CTR2.003

Students will enhance reo fundamentals in selected contexts including Taranaki karakia and waiata.

Assessed through listening, speaking, reading and writing demonstrations

OFFERED
Trimester 2

COST
FREE

Mana Tangata Level 2

CTR2.001

Students will engage in the formulation of grammar structures through the principles of Mana Tangata that influence knowledge of whakapapa relationships within the family, contributing to one's genealogy.

Assessed through listening, speaking, reading and writing demonstrations

OFFERED
Trimester 1

COST
FREE





Mana Whenua Level 2

CTR2.002

Students are able to utilise the language to identify links to the land, the environment and people who have significantly contributed to mana whenua.

Assessed through listening, speaking, reading and writing demonstrations

OFFERED
Trimester 1

COST
FREE



Te Whakatōnga - Whakawhitinga Kōrero Pono Level 3

CTR3.001

The aim of this course is to provide students with intermediate level Reo vocabulary and grammatical structures to exchange factual information on familiar topics for whānau contexts.

Assessed through listening, speaking, reading and writing

OFFERED
Trimester 1

COST
FREE

Te Whakatōnga - Whakawhitinga Whakaaro Level 3

CTR3.002

The aim of this course is to provide students with the ability to understand others' ideas as well as present and support a point of view in intermediate level reo for familiar and some unfamiliar iwi contexts.

Assessed through listening, speaking, reading and writing

OFFERED
Trimester 1

COST
FREE

Te Whakatōnga - Whakawhitinga Kōrero Whai Take Level 3

CTR3.003

The aim of this course is to provide students with intermediate level reo in transactional exchanges to complete in familiar and some unfamiliar situations for workplace or academic contexts.

Assessed through listening, speaking, reading and writing

OFFERED
Trimester 2

COST
FREE



Te Whakatōnga - Pāhekoheko Pāpori Level 3

CTR3.004

The aim of this course is to provide students with the ability to understand and participate in intermediate level reo for familiar and some unfamiliar public and private social interactions.

Assessed through listening, speaking, reading and writing

OFFERED
Trimester 2

COST
FREE

Māori Governance



Āpiti Hono Tātai Hono Level 4

CMG4.100

Ākonga will develop skills and application of research and the principles of kotahitanga and whanaungatanga in the context of holistic Māori world view. Ākonga will develop an understanding of how the principles of kotahitanga and whanaungatanga support effective governance principles, communication skills and strategies in the context of an entity or entities.

Assessed through quiz, direct questions, case study, framework design

OFFERED
Trimester 1

COST
FREE

He Āhuru Mōwai Level 4

CMG4.101

Ākonga will develop an understanding of the value and importance of kaitiakitanga in the governance of taonga and other resources. This also includes financial and risk management. Ākonga will also apply kaitiakitanga to governance procedures in accordance with the principles and values of a Māori entity or entities.

Assessed through quiz, direct questions, case study, framework design

OFFERED
Trimester 1

COST
FREE

He Taniwha Hiku Roa Level 4

CMG4.103

Ākonga will develop their knowledge and skills in the principles and practices of Rangatiratanga in relationship to leadership and governance. This includes understanding the key governance roles and responsibilities including strategic and business planning for a Māori entity or entities.

Assessed through quiz, direct questions, case study, framework design

OFFERED
Trimester 2

COST
FREE

Mana Tangata, Mana Mauri Level 4

CMG4.102

Ākonga will develop an understanding of the key principles which underpin te pono me te tika within their governance and leadership roles and responsibilities. This includes understanding what legislative frameworks and governance systems their entity or entities are founded on and guided by. Ākonga will also explore their professional, ethical, social and cultural responsibilities from a governance perspective.

Assessed through quiz, direct questions, case study, framework design

OFFERED
Trimester 2

COST
FREE



Mātauranga Māori in the Workplace Level 3

Gain knowledge of the Māori world and develop engagement with Mātauranga Māori in the workplace. Achieve a better understanding of Mātauranga Māori and the role that it plays in society and our workplaces.

This micro-credential has been designed for people from diverse backgrounds. It recognises the importance of prior knowledge and experiences to further inform how they could demonstrate a commitment to Mātauranga Māori within their personal and professional life. This course will enhance learners' ability to understand, communicate with and interact effectively with people from all walks of life, further deepening their own commitment to cultural responsiveness.

Assessed through portfolio and project

OFFERED

Please enquire

COST

\$600

Te Ao Māori Level 4

SCP4.005

To provide students with a working knowledge of te reo and tikanga Māori to take into future study and/or work, insight into the values that underpin Māori worldviews and a grounding in Māori mythology, symbolism and arts.

Assessed through presentation, portfolio, handbook and project

OFFERED

Trimester 1, 2

COST

\$698



Nursing & Healthcare



Find up-to-date timetable information here.

Simply scan for accurate times and dates.

	LEVEL	LOCATION	TRIMESTER			PAGE
			1	2	3	
Comprehensive First Aid	3	NP	•	•		73
Refresher First Aid	3	NP	•	•		73
Intravenous Cannulation	5	NP	•	•		73
Mental Health First Aid	-	NP	•	•		73
Registered Nurse Praxis: Preceptor Role Development	5	NP/Hāw	•	•	•	74
Trauma Informed Care	7	NP	•	•		74
Diabetes Care & Management	7	NP		•		75
Introduction to Supervision	7	NP		•		75

NP = New Plymouth Hāw = Hāwera

Comprehensive First Aid Level 3

CFA3.001

This course aims to provide participants with the skills and knowledge required to manage the provision of first aid and basic life support in emergency situations. On successful completion, participants will gain Unit Standards 6400, 6401 and 6402, and recognised first aid certification.

Assessed through workbooks, simulated practical scenarios

OFFERED
Trimester 1, 2

COST
\$255

Refresher First Aid Level 3

RFA3.001

The First Aid Refresher (Level 3) Training Scheme aims to update participants with first aid skills and knowledge to maintain first aid certification and currency for the provision of first aid and basic life support in emergency situations.

Assessed through workbooks, simulated practical scenarios

OFFERED
Trimester 1, 2

COST
\$180

Intravenous Cannulation Level 5

S206.003

This course is designed for Registered Nurses who need to improve their skills in Intravenous Cannulation and gain certification for this skill.

Assessed through workbook and workshop attendance

OFFERED
Trimester 1, 2

COST
\$130

Mental Health First Aid

Y203.001

This course will teach you how to provide initial support to adults who may be experiencing mental health challenges or mental health crisis, until the crisis resolves, or specialist help is accessed, using a practical evidence-based action plan.

** Maximum of 20 participants per offering*

You will receive a certificate of completion upon finishing this course.

OFFERED
May 1 & 8
July 24 & 31

COST
\$250

Registered Nurse Praxis: Preceptor Role Development

Level 5

S206.005

This course is designed for Registered Nurses who would like to build upon current preceptor knowledge and develop specific skills in preceptoring, including giving feedback.

Assessed through online completion and workshop attendance

OFFERED

Trimester 1, 2, 3

COST

\$160

Trauma Informed Care

Level 7

TK1904

The aim of this course is to develop health care practitioners' proficiency in the principles, knowledge and practice of Trauma Informed Care, when caring for patients with multidimensional experiences of trauma, and their whānau, in a health care setting.

Assessed through online task, case study

OFFERED

Trimester 1, 2

COST

\$358





The following two courses are offered in partnership with Wintec Te Pūkenga. Students can access support through WITT. There will be 4 days on campus with the rest of the study completed online.

Diabetes Care & Management Level 7

HL1003

This programme is designed to enable health professionals who provide regular care to people at risk of or with diabetes to develop their professional practice and contribute to the attainment of competent practice as a generalist diabetes health professional.

OFFERED
Trimester 2

COST
\$900

** Registered health professional employed a minimum of 16 hours per week. Current Practising Certificate*

Assessed through incorporating clinical plans and a clinical practice case study

Introduction to Supervision Level 7

SD1003

This short course explores the nature of supervision, the core processes within supervision and the professional and organisational context of supervision.

OFFERED
Trimester 2

COST
\$780

It will prepare students to be able to establish a supervisory relationship and to understand the nature and intention of contracting within supervision. Students will develop the skills and knowledge to apply a model of supervision which structures the stages of a supervision session.

Assessed through supervision statement, essay, critical reflection

Primary Industries



Find up-to-date timetable information here.

Simply scan for accurate times and dates.

	LEVEL	LOCATION	TRIMESTER		PAGE
			1	2	
Amenity Horticultural Practices	3	NP	•		77
Chainsaw Operation & Maintenance	3	NP	•		77
Chainsaws with Unit Standards	2	NP	•		77
Introduction to Botany & Plant Nursery Production	3	NP	•		77
Introduction to Plant Protection	3	NP		•	78
Introduction to Rural Fencing	2	NP	•		78
Introduction to Soil Science	3	NP		•	78
Light Utility Vehicles	3	NP	•		78
Pruning and Training for Organic Primary Production	4	NP	•		79
Regenerative Biodiversity and Ecosystem Health informed by Mātauranga Māori	4	NP		•	79
Quad Bikes	3	NP	•	•	79
Tractor Refresher	3	NP	•	•	79

NP = New Plymouth Hāw = Hāwera

Amenity Horticultural Practices Level 3

CHG3.103

This course aims to provide a basic understanding of plant nomenclature and plant selection for landscaping and amenity situations. It also introduces the basic theoretical knowledge of pruning and training of amenity trees and shrubs.

Assessed through assignment submissions (online)

OFFERED
Trimester 1

COST
\$240

Chainsaw Operation & Maintenance Level 3

S120.002

The aim of this two-day course is to provide learners with the knowledge and skills to prepare, operate and maintain a chainsaw safely.

* *Minimum age 16 years*

* *There will be a requirement to wear steal cap boots for Health and Safety.*

OFFERED
Trimester 1

COST
\$480

Chainsaws with Unit Standards Level 2

S120.00

The aim of this three-day course is to provide learners with the knowledge and skills to prepare, operate and maintain a chainsaw safely. Achieve US6916 & US6917

* *Minimum age 16 years*

* *There will be a requirement to wear steal cap boots for Health and Safety.*

OFFERED
Trimester 1

COST
\$700 TBC

Introduction to Botany & Plant Nursery Production Level 3

CHG3.100

This course introduces the basic theoretical knowledge of plant processes and nursery production including sexual and asexual propagation methods.

Assessed through assignment submissions (online)

OFFERED
4 April - 19 June

COST
\$240

Due to weather conditions the start date/duration may change for all of the Primary Industry Courses on offer except for Horticulture



Introduction to Plant Protection Level 3

CHG3.102

This course aims to provide a basic understanding of weeds, plant pests, diseases and disorders including methods of prevention and control.

Assessed through assignment submissions (online)

OFFERED

22 Aug - 23 Oct

COST

\$240

Introduction to Rural Fencing Level 2

S120.00

The aim of this two-day course is to provide learners with basic skills including H&S, tool usage, techniques for fence end assemblies, installing a post, fencing knots and tensioning wire.

OFFERED

Trimester 1

COST

\$480 TBC

Introduction to Soil Science Level 3

CHG3.101

This course aims to provide a basic understanding of New Zealand soil properties and sustainable soil management techniques.

Assessed through assignment submissions (online)

OFFERED

20 June - 21 Aug

COST

\$240

Light Utility Vehicles Level 3

CPO3.306

The aim of this three-day course is for learners to acquire the knowledge and skills to safely operate a light utility vehicle (LUV) in a range of off-road conditions.

Assessed through one day self-directed learning (to complete before start of practical) and 2 days practical

**Minimum age 16 years*

OFFERED

Trimester 1

COST

\$800 subject to change

Due to weather conditions the start date/duration may change for all of the Primary Industry Courses on offer except for Horticulture

Pruning and Training for Organic Primary Production

TK2203

This 5-credit micro-credential provides students with an understanding of a range of management and pruning techniques for a selected range of fruit crops.

Assessed through assignment and practical project

OFFERED

August

COST

\$135

Regenerative Biodiversity and Ecosystem Health informed by Mātauranga Māori

TK2204

This 5-credit micro-credential provides students with the knowledge and skills necessary to describe the principles of biodiversity and ecosystem services and apply these to a selected production project that is informed by Mātauranga Māori.

Assessed through assignment and practical project

OFFERED

June

COST

\$135

Quad Bikes Level 3

CPO3.304

The aim of this 3-day course is for learners to acquire the knowledge and skills to safely operate a quad bike in a range of conditions.

Assessed through Practical workshops, logbook, self-directed learning

** Minimum age 16 years*

OFFERED

Trimester 1, 2

COST

\$650

Tractor Refresher Level 3

S120.001

This course will enable learners who have some prior knowledge of operating tractors to refresh their skills in this area.

OFFERED

Trimester 1, 2

COST

\$800

Trades



Find up-to-date timetable information here.

Simply scan for accurate times and dates.

		LEVEL	LOCATION	TRIMESTER		PAGE
				1	2	
SHORT COURSES	Communication in the Construction Industry	5	NP	•	•	81
	Automotive Diagnostic Equipment and Electric Vehicle Safety	4	NP	•	•	81
	Basic Motor Car Maintenance	3	NP	•	•	81
	Building Profile Setout	3	NP	•	•	82
	Welding	2	NP	•	•	82

NP = New Plymouth Hāw = Hāwera



Communication in the Construction Industry Level 5

DC05.001

This 15 week course will enable learners to communicate effectively, and be aware of legislation in the construction industry.

Assessed through assignments (3)

OFFERED
Trimester 1, 2

COST
\$860

Short Courses



Automotive Diagnostic Equipment and Electric Vehicle Safety Level 4

S105.007

This 4-week night course is designed for trade qualified learners to upskill in the use of multimeters, scanners, scope operation diagnostics and EV/Hybrid safety.

**There will be a requirement to wear PPE for Health and Safety reasons.*

OFFERED
Trimester 1, 2

COST
\$200

Basic Motor Car Maintenance Level 3

S105.006

This 3-week night class will provide learners with the skills to familiarise where the key levels are for the operation of a motor vehicle, safely jump start, do an oil change and change a tyre.

**There will be a requirement to wear PPE for Health and Safety reasons.*

OFFERED
Trimester 1, 2

COST
\$200

Building Profile Setout Level 3

S108.001

This one-day course will enable learners to set up a builder's level, set out a building, construct timber profiles, square building, establish set out levels and appropriate sub floor points and locations.

OFFERED
Trimester
COST

**Will require some prior reading on enrolment and PPE for health and safety reasons*

Welding Level 2

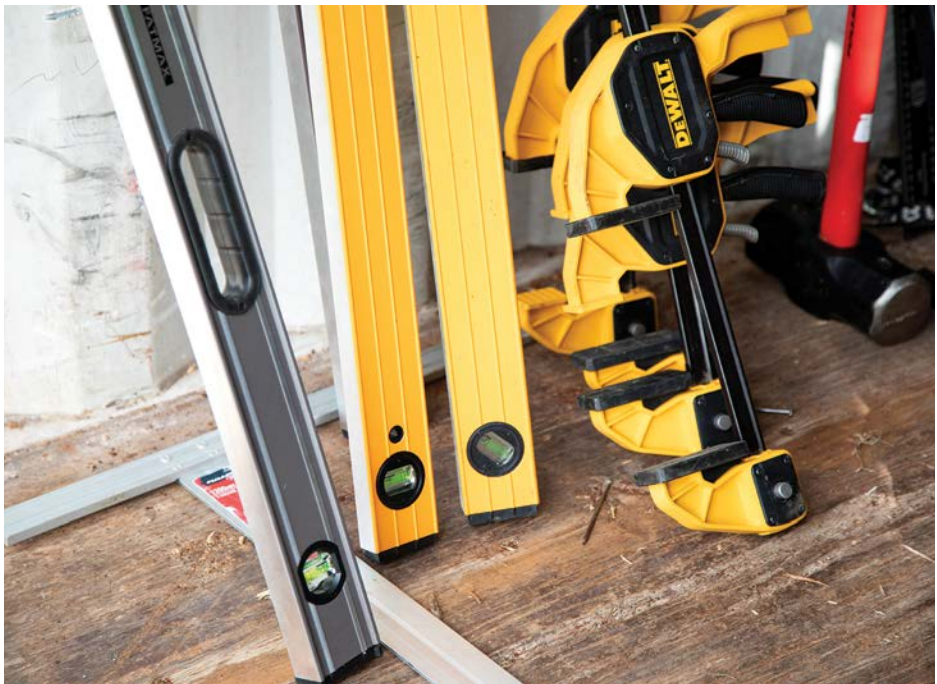
S105.005

This 10-week course will enable learners to apply knowledge of safe welding principles and quality assurance under supervision.

OFFERED
Trimester 1, 2
COST
\$450

Learners will be awarded with Unit 21907 if they successfully achieve all the outcomes of the course.

**There will be a requirement to wear PPE for Health and Safety reasons.*



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° Offered through Wintec

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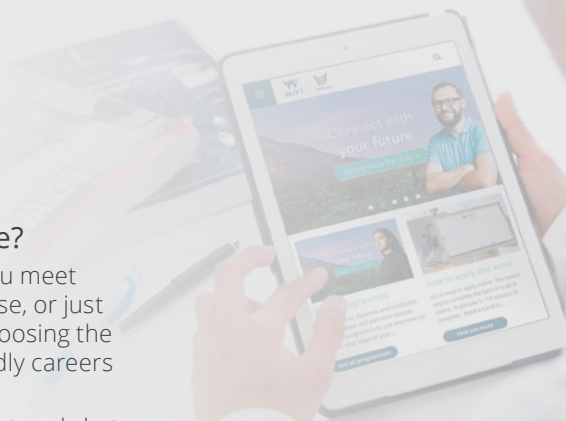
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If you are not sure whether you meet entry requirements for a course, or just want to get a bit more help choosing the right course for you, our friendly careers advisor is here to help you.

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Notes

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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info@witt.ac.nz

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New Plymouth Campus

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Hāwera Campus

40A UNION STREET, HĀWERA