



# New Zealand Certificate in Foundation Skills (Level 2)



## Domestic Fees

Fees Free



## Intakes

20/07/2026



## Campus

New Plymouth



## Duration

1 Semester full-time with  
part-time options



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



## New Zealand Certificate in Foundation Skills (Level 2)

On this fees free programme you'll get a taste of what tertiary learning is all about and gain essential skills for study and work! This is a great option if you want to re-engage with learning, gain confidence and develop your ability in literacy, numeracy and digital competency. Study includes classes four days a week on campus.

### Core Courses

CFS2.100 - This is me. Tēnei ahau

In this course, learners will explore and reflect on themselves; their skills, experiences and their place in their whanau and wider community. Learners will develop and use basic research skills. Te Ao Māori and literacy and numeracy are integrated throughout this course and underpin student learning outcomes.

This course will link to the Graduate Profile by developing the following skills: search, comprehend, use and communicate information from a variety of texts and digital media relevant to the context, apply basic knowledge, including literacy and numeracy skills, to solve problems relevant to the context and reflect on experiences with a range of people, cultures and communities.

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CFS2.101 - This is me in the wider world. Tēnei ahau ki roto i te Ao whānui.

In this course, learners will further develop and use their research, literacy, numeracy and computing skills by engaging in a group project related to their elective option. Te Ao Māori and literacy and numeracy are integrated throughout this course and underpin student learning outcomes.

This course will tie into the Graduate Profile by developing the following skills: search, comprehend, use and communicate information from a variety of texts and digital media relevant to the context, apply

basic knowledge, including literacy and numeracy skills, to solve problems relevant to the context and reflect on experiences with a range of people, cultures and communities, work collaboratively and effectively in a team to achieve a task or outcome, develop and reflect on relevant learning and career goals.

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CFS2.102 - This is my pathway. Tēnei tāku haerenga.

In this course students will produce and present an individual education and employment plan, demonstrate basic skills, time management and goal setting in the context of a vocational pathway and will carry out a reflective process related to their chosen education and employment pathway/s. Te Ao Māori, literacy and numeracy concepts will be integrated throughout this course to underpin student learning.

This course will tie into the Graduate Profile by developing the following skills: search, comprehend, use and communicate information from a variety of texts and digital media relevant to the context, apply basic knowledge, including literacy and numeracy skills, to solve problems relevant to the context and reflect on experiences with a range of people, cultures and communities, develop and reflect on relevant learning and career goals.

### Elective Courses

CFS2.104 - Hair & beauty pathway

To provide students with the knowledge and skills to transition into the Salon Support programmes at WITT. The course will enable students to gain skills in basic skincare, makeup, nail, and hairdressing techniques as well as customer service skills and an understanding of personal presentation in the workplace.

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CFS2.109 - Hospitality pathway

To enable students to learn and practice customer service and basic cooking skills in a hospitality setting. Students will gain skills and knowledge to provide food

service, prepare and cook international dishes and learn about hazards and contamination risks in a commercial environment.

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## CFS2.106 - Trades pathway

To provide students with the knowledge and skills to transition into trades courses at WITT.

The course will introduce students to three of the following components: fundamental carpentry, and/or basic skills for vehicle maintenance and engine components, and/or basic skills in plumbing and/or painting and plastering and/or fabrication skills.

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## CFS2.107 - Sport, Recreation and Exercise Pathway

To provide students with the knowledge and skills to transition into the fitness courses at WITT.

The course will introduce students to the structures of the human body and to correct body positioning and movement when using the ACC SportSmart stretch posters. They will gain knowledge of how to protect potential or current exercisers from undue risk by understanding and acting on the basic indicators of health and exercise risk and by the correct use of gym equipment.

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## CFS2.108 - Health pathway

To provide students with the knowledge and skills to transition into further study at WITT.

The course will enable students to gain foundation knowledge of: human biology (nutrition, digestion, infection, and immunity), the scientific method and an aspect of public health.

When completing the online enrolment form please choose your preferred elective and the Admissions or Pathways team will be in touch to talk to you further if needed. Please note: not every elective is offered each Semester. Electives will be offered subject to numbers.

### **This programme is open entry**

### **You will learn how to:**

- search, comprehend, use and communicate information from a variety of texts and digital media relevant to the context.
- apply basic knowledge, including literacy and numeracy skills, to solve problems relevant to the context.
- reflect on experiences with a range of people, cultures and communities.
- work collaboratively and effectively in a team or group to achieve a task or outcome.
- develop and reflect on relevant learning and career goals.

### **Programme specific information**

This qualification is intended to assist people engaging or re-engaging with learning who have the basic capabilities needed to pursue education or employment pathways, but require further development to confidently use them to succeed in those pathways.

It recognises the importance of applying core capabilities such as confidence, basic knowledge and skills, and literacy and numeracy, in a range of familiar contexts.

Students will be required to provide evidence they can progress through the programme of study. This may require an interview, challenge assessment or submission of a portfolio of work to ensure that students choose the most appropriate programme of study.

Students will be required to attend an interview or Information Day to guide them in their selection of courses and finalise the timetable via discussion with the course co-ordinator or tutor prior to enrolment. Full-time or part-time study options available.

### **Further Study Options**

Holders of this qualification will be able to progress to

study or training at NZQF level 3 as well as New Zealand Certificate in Study and Career Preparation (Level 4), also offered at WITT Te Pūkenga

WITT reserves the rights to withdraw or adjust programmes, alter start date or fee schedules, and make any other changes as it may deem desirable or necessary, without prior notice. All programmes are subject to a sufficient number of enrolments and completion of all approval and accreditation requirements.

WITT and this programme are part of Te Pūkenga – New Zealand Institute of Skills and Technology