

Introduction to Team Leadership 3

Leading to a New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)

Wintec code:	BI1809	MoE:	NZ2453
Level:	3	Credits:	45
Owner:	Centre for Business and Enterprise	Effective Date:	April 2022

These regulations should be read in conjunction with the Institute's Academic Regulations.

1. Admission and Entry

1.1 General Academic Admission

- a) Minimum of three years secondary education; or
- b) A relevant qualification at NZQF Level 2; or
- c) Equivalent.

1.2 Special Admission

Domestic applicants aged 20 years or above who have not met the General Admission or entry requirements for a programme but whose skills, education or work experience indicate that they have a reasonable chance of success may be eligible for Special Admission. Special admission will be granted at the discretion of the Centre Director or designated nominee.

1.3 Provisional Entry

Domestic applicants aged under 20 years who have not met the general academic admission and entry criteria for a programme but who can demonstrate a reasonable chance of success through other educational attainment and/or work or life experience may be eligible for provisional entry at the discretion of the Centre Director or designated nominee. Provisional entry places restrictions on re-enrolment to be lifted if the applicant's performance is deemed satisfactory by the Centre Director or designated nominee.

1.4 Selection Criteria

Candidates are in employment or have access to an organisation.

1.5 English Language Requirements

Candidates who have English as a second language are required to have an International English Language Test System (IELTS) score of 5 in the academic band, with no individual band score lower than 5; or equivalent.

2. Transfer of Credit

- 2.1 100% transfer of credit is available for this programme (both formal transfer of credit and recognition of prior learning).

3. Programme Requirements

- 3.1 Every candidate for the Introduction to Team Leadership 3 programme shall to the satisfaction of the Academic Board follow a programme of study for a period of normally not less than one semester.

Programme Regulations for:

3.2 Each candidate's programme will comprise all modules as listed in Section 6 of these regulations, totalling a minimum of 45 credits.

4. Completion of the Programme

4.1 A candidate may take up to one year to complete this programme, unless an extension is granted by special permission of the Centre Director, or designated equivalent.

5. Award of the Qualification

5.1 Candidates who successfully complete the requirements of this programme will be eligible for the award of the New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3).

6. Schedule of Modules

Note: no value in the pre/co-requisite columns means there are no pre/co-requisites for that module.

Module Code	Module Name	Level	Credits	Pre-Requisites	Co-Requisites	Assessment Standard
BUTL301	Understanding the Workplace	3	6			29041 v2 29042 v2 29043 v2
BUTL302	Effective Team Practices	3	10	BUTL301		29041 v2 29042 v2 29043 v2
BUTL308	Leadership and Self-Management	3	14	BUTL301 BUTL302		29041 v2 29042 v2 29043v2
BUTL304	Applying Effective Techniques and Team Strategies	3	15	BUTL301 BUTL302 BUTL308		29041 v2 29042 v2