

NZQA

New Zealand Qualifications Authority

Mana Tohu Matauranga O Aotearoa

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Listing qualifications on the NZQF

Qualification developers must seek approval to develop and list qualifications on the New Zealand Qualifications Framework (NZQF) from the relevant quality assurance body.

Requirements and guidelines

All qualifications must be consistent with the general listing requirements outlined in Section 3 of [The New Zealand Qualifications Framework requirements \(PDF, 527KB\)](#).

Qualifications from Level 1 (certificate) to Level 10 (doctoral degree) are listed on the NZQF. Further information on qualification types is available. Read more ([link to understanding the NZQF](#))

NZQA has developed:

- [Guidelines for approval of New Zealand qualifications at levels 1-6 for listing on the NZQF \(PDF, 827KB\)](#).
- [Guidelines for degree programmes and related qualifications \(link\)](#)
- [Guidelines for assuring national consistency of graduate outcomes. \(Link\)](#)

The two-stage process

The development of New Zealand qualifications at Levels 1-6 and their subsequent listing on the NZQF involve two distinct stages.

1. Application to develop

Initially, developers apply to NZQA for approval to develop a qualification. This stage ensures all new qualifications are relevant and do not duplicate those already on the NZQF.

NZQA requires the following forms and information at this stage:

- a separate [New Zealand qualification template for each proposed qualification \(DOC, 47KB\)](#)
- [NZQF1 - Application for Approval to Develop a Qualification at Levels 1-6 \(DOC, 89KB\)](#)
- [NZQF2 - Involvement in Pre-Development Stage Stakeholder Attestation \(DOC, 51KB\)](#)

along with:

- a needs analysis, and
- evidence showing how decisions were made, so the quality assurance body analyst can understand how agreement was reached on the qualification detail – “the story”.

Details about [submitting an application for approval to develop a qualification](#).

2. Application for approval

The second stage occurs once the qualification has been developed and involves applying for NZQA approval. Once approved, that qualification is listed on the NZQF.

To submit an application for approval of a qualification, the following forms must be completed and information provided:

- NZQF3 - [Application for Approval of a Qualification at Levels 1-6 \(DOC, 73KB\)](#)
- NZQF4 - [Involvement in Qualification Development Stakeholder Attestation \(DOC, 56KB\)](#).

Details about [submitting an application for approval of a qualification](#).

About stakeholder attestations

Stakeholder attestations are required from all stakeholders directly involved in the qualification development. They provide evidence of the support for the qualifications and the extent of collaboration and involvement by stakeholders.

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