

# Checklist for Transition Arrangements

*Complete checklist for each qualification  
Use in conjunction with the Registration Criteria for National Qualifications Framework Qualifications (2006)*

<b>Qualification Title</b>			
<b>NQF No</b>		<b>SSB</b>	

**Section A – This section must be completed**

General Criteria	SSB	NZQA	Comments
A transition pathway exists for every candidate	<input type="checkbox"/>	<input type="checkbox"/>	
SSB confirms that publicity for transition has been addressed	<input type="checkbox"/>	<input type="checkbox"/>	
Additional training; assessment requirements; costs, and fees have been minimised for existing candidates	<input type="checkbox"/>	<input type="checkbox"/>	
A summary of transition arrangements is included in the qualification document	<input type="checkbox"/>	<input type="checkbox"/>	
Detailed transition arrangements are included in the Change report	<input type="checkbox"/>	<input type="checkbox"/>	
A contact for information and/or the mechanism for appeals is included	<input type="checkbox"/>	<input type="checkbox"/>	

**Section B – Complete this section *only* if dates apply**

Specified Dates	SSB	NZQA	Comments
The start date for programmes or courses for the new qualification or new version	<input type="checkbox"/>	<input type="checkbox"/>	
The last date for entry to programmes or courses for the replaced qualification or version	<input type="checkbox"/>	<input type="checkbox"/>	
The last date for assessments to take place for the replaced qualification or version *	<input type="checkbox"/>	<input type="checkbox"/>	
*NZQA checks that the unit standard results forwarded for award of a qualification have an assessment date earlier than the date specified for 'Last Date for Assessment'			

**Section C – Complete this section *only* if exemptions apply**

Exemptions	SSB	NZQA	Comments
Exemptions for expiring standards are consistent with the change report for the reviewed standards	<input type="checkbox"/>	<input type="checkbox"/>	
Transition arrangements for classifications are consistent with the change report for the reviewed standards	<input type="checkbox"/>	<input type="checkbox"/>	
Application form if claiming Non-NQF exemptions	N/A	<input type="checkbox"/>	Created by Framework Registration
Credit fees addressed	<input type="checkbox"/>	<input type="checkbox"/>	

**On behalf of SSB**

Confirmed as correct and fair by

Date

**Evaluators**

Confirmed as correct and fair by

Date

Checked and confirmed as correct and fair by

Date

OR

Further work required – new Checklist required when application is resubmitted